



TOWN OF HUACHUCA CITY

The Sunset City

**HUACHUCA CITY TOWN COUNCIL
PUBLIC MEETING NOTICE
NOVEMBER 14, 2019, at 7:00 PM
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum
- c. Invocation

Any prayer/invocation that may be offered before the start of regular Council business shall be the voluntary offering of a private citizen, for the benefit of the Council and the citizens present. The views or beliefs expressed by the prayer/invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker. A list of volunteers is maintained by the Town Clerk's Office and interested persons should contact the Town Clerk's Office for further information.

B. Call to the Public – Mayor

A.R.S. 38-431.01 states the Public Body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the Public Body. At the conclusion of an open call to the public, individual members of the Public Body may respond to criticism made by those who have addressed the Public Body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Public Body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

C. Consent Agenda - Mayor

All items listed in the Consent Agenda are considered routine matters and will be enacted by one motion of the Council. There will be no separate discussion of these items unless a Member of the Town Council requests that an item or items be removed for discussion. Council Members may ask questions without removal of the item from the Consent Agenda. Items removed from the Consent Agenda are considered in their normal sequence as listed on the agenda, unless called out of sequence.

- C.1 Consider approval of the minutes of the Council meeting held on October 24, 2019.**
- C.2 Consider approval of the minutes of the Council work session held on October 24, 2019.**
- C.3 Consider approval of the Payment Approval Report in the amount of \$ 82,735.94.**
- C.4 Consider acceptance of Lt. Joe Glowacki's resignation from the PSPRS local board**
- C.5 Consider approval of payment of \$19,684.80 to Hugh A. Walker Enterprises for completion of geologic/groundwater data report for Town landfill.**
- C.6 Authorize the declaration as surplus property the following items, to be sold by auction or otherwise disposed of in accordance with Town Policy:**
 - A. Lot of brooms for street sweeper**
 - B. Lot of 10 R22.5 tires**

D. Unfinished Business before the Council – Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

E. New Business Before Council - Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

E.1 Discussion and or/Action [Mayor Wallace]: Vote to select a candidate to fill the vacancy created by the passing of Walter Welsch. The selected candidate may be sworn in and may take their seat with the Council.

E.2 Discussion and or/Action [Mayor Wallace]: Council recognition of Lieutenant Joseph Glowacki's service to the Town of Huachuca City.

E.3 Discussion and or/Action October Town Finance Report [Spencer Forsberg]

E.4 Discussion and or/Action [Mayor Wallace]: Council letter in support of the Town's USDA Equipment/Facilities grant application to help fund the purchase of two police vehicles.

E.5 Discussion and or/Action [Mayor Wallace]: Council approval for street closures for Town Christmas Parade scheduled for December 14, 2019.

E.7 Discussion and or/Action [Manager Williams]: Adoption of Resolution No. 2019-32 approving an Intergovernmental Agreement with the City of Sierra Vista for Emergency Signal Maintenance.

E.8 Discussion and or/Action [Mayor Wallace]: Council acceptance of resignation of Town Manager Matthew Williams with his last day of employment to be December 22, 2019.

E.9 Discussion and or/Action [Manager Williams]: Council approval of updates to the Town Manager's job description and job posting, and Council direction to begin the search for a new Town Manager.

E.10 Discussion and or/Action [Manager Williams]: Council approval of retention of Interim Public Management to assist with locating an Interim Town Manager.

E.11 Discussion and or/Action [Manager Williams]: Council approval of exit interview format for the Town Manager.

E.12 Discussion and/or Action [Mayor Wallace]: CONSIDERATION AND POSSIBLE ADOPTION OF RESOLUTION NO. 2019-33 APPROVING THE SALE AND EXECUTION AND DELIVERY OF AN EXCISE TAX REVENUE OBLIGATION, TAXABLE SERIES 2019, EVIDENCING ALL OF THE INTERESTS OF THE HOLDER THEREOF IN A PURCHASE AGREEMENT FROM THE CITY; APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY OF SUCH PURCHASE AGREEMENT AND OTHER NECESSARY AGREEMENTS FOR SUCH SALE; DELEGATING AUTHORITY TO DETERMINE CERTAIN MATTERS AND TERMS WITH RESPECT TO THE FOREGOING AND DECLARING AN EMERGENCY.

E.13 Discussion and/or Action [Town Attorney]: The Council might vote to go into Executive [closed] session, pursuant to A.R.S. 38-431.03(A) (3) & (4), for legal advice concerning the settlement agreement with Dusk till Dawn, financing and acquisition of the property.

E.14 Discussion and/or Action [Town Attorney]: The Council might vote to go into Executive [closed] session, pursuant to A.R.S. 38-431.03(A) (3) & (4), for legal advice and consultation concerning the water rights adjudication in Maricopa County Case No. W1-11-0245 ["In Re the General Adjudication of All Rights to Use Water in the Gila River System and Source"]. After the executive session, the Council might take action to direct the Town's attorneys and authorize them to engage Chuck Dickens, a licensed geologist, to provide

hydrogeological consulting services to support the Town's attorneys in their representation of the Town interests.

- F. Town Manager's Report**
- G. Items to be placed on future agendas**
- H. Reports of Current Events by Council**
- I. Adjournment**

Posted at 5:00 PM November 12, 2019 at the following locations:

Town Hall Bulletin Board 500 N. Gonzales Blvd. Huachuca City, AZ 85616	Town Hall Lobby 500 N. Gonzales Blvd. Huachuca City, AZ 85616	Town Website https://huachucacityaz.gov
Huachuca City U.S. Post Office 690 N. Gonzales Blvd. Huachuca City, AZ 85616	Huachuca City Library 506 N. Gonzales Blvd. Huachuca City, AZ 85616	Huachuca City Police Department 500 N. Gonzales Blvd. Huachuca City, AZ 85616

Ms. Janine Collins

Town Clerk

Note: This meeting is open to the public. All interested people are welcome to attend. A copy of agenda background material provided to the Committee Members, with the exception of material relating to possible executive session, are available for public inspection at the Town Clerk's Office, 500 N. Gonzales Blvd., Huachuca City, AZ 85616, Monday through Friday from 8:00 a.m. to 5:00 p.m. or online at www.huachucacityaz.gov

Individuals with disabilities who need a reasonable accommodation to attend or communicate at a town meeting, or who require this information in alternate format, may contact the Town at 456-1354 (TTY 456-1353) to make their needs known. Requests should be made as early as possible so there is sufficient time to respond.



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL WORK SESSION
OCTOBER 24, 2019 AT 6:00 PM
HUACHUCA CITY TOWN HALL
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum

The meeting was called to order at: 6:00 pm
The Pledge of Allegiance was led by: Mayor Wallace

Roll Call

<i>Individual</i>	<i>Position</i>	<i>Present</i>	<i>Absent</i>
Johann Wallace	Mayor	X	
Donna Johnson	Mayor Pro-Tem	X	
Debra Trate	Councilor	X	
Christy Hirshberg	Councilor	X	
Joy Banks	Councilor	X	
Cynthia Butterworth	Councilor	X	
Matthew Williams	Town Manager	X	
Janine Collins	Town Clerk	X	
Thomas Benavidez	Town Attorney		X

B. Call to the Public – Mayor

A.R.S. 38-431.01 states the Public Body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the Public Body. At the conclusion of an open call to the public, individual members of the Public Body may respond to criticism made by those who have addressed the Public Body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Public Body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

Call to Public: None

C.1 Business Before the Council - Mayor

C.1 Discussion Only [Mayor Wallace]: Council Review of Ordinance 2019-16 AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, AMENDING THE TOWN CODE BY ADDING NEW TITLE 16 "NEIGHBORHOOD PRESERVATION AND VACANT PROPERTY REGISTRY" TO ESTABLISH REGULATIONS FOR REGISTERING AND MAINTAINING FORECLOSED, ABANDONED AND VACANT PROPERTY WITHIN THE TOWN; TO ESTABLISH REGULATIONS FOR DECLARING AND ABATING SLUM AND BLIGHTED PROPERTY; TO ESTABLISH MINIMUM STANDARDS FOR THE CONDITION OF THE INTERIOR OF RESIDENTIAL BUILDINGS; TO ESTABLISH REQUIREMENTS FOR THE MAINTENANCE OF ALL RESIDENTIAL AND NONRESIDENTIAL BUILDINGS AND STRUCTURES OF ANY KIND, AND VACANT AND IMPROVED LAND; TO ESTABLISH REGULATIONS FOR GRAFFITI PREVENTION, PROHIBITION AND REMOVAL; TO PROHIBIT ACTS AND CONDUCT THAT DIMINISH QUALITY OF LIFE; AND ADOPTING ENFORCEMENT AND ABATEMENT PROCEDURES AND SANCTIONS FOR VIOLATIONS.

Motion C.1: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Butterworth	

- ▶ **Dr. Johnson: Chapter 16.15 outlines standards for property maintenance to include:**
 - ▶ **Onsite litter prohibited**
 - ▶ **Accumulation of vegetation (high weeds & hedges, dead vegetation, etc.) prohibited**
 - ▶ **Vacant lots also maintained free of high plant growth**
 - ▶ **Maintenance of alleys/front areas where sidewalks areas would be**
 - ▶ **Refrigerators or other such containers**
 - ▶ **Insect and rodent control**
 - ▶ **Outdoor storage**
- ▶ **Chapter 16.20 outlines standards for building maintenance to include:**
 - ▶ **Proper egress in case of a fire**
 - ▶ **Smoke detectors**

- ▶ Safe structures and equipment
- ▶ Maintenance of exterior surfaces
- ▶ Boarding of window/door openings as temporary only
- ▶ All buildings must have clearly visible address identification
- ▶ Chapter 16.25 outlines what classifies as an unsafe or dilapidated structure and equipment and measures Code Official can take to safeguard the public, such as:
 - ▶ Order a vacant building be secured to prohibit trespass
 - ▶ Order occupants to vacate an unsafe building and place a "Condemned" placard on the structure
 - ▶ Perform any necessary emergency repairs
 - ▶ Order repairs or demolition of a structure
- ▶ Chapter 16.30 outlines the procedure to prevent and remove graffiti, to include:
 - ▶ Graffiti is prohibited to remain on any visible structure or surface
 - ▶ Once notified, graffiti must be removed within 10 days
 - ▶ If not removed, Town is authorized to remove graffiti
- ▶ Chapter 16.35 outlines how a residential rental property can be designated as "Slum Property" and the remedies to remove this designation, such as:
 - ▶ If required repairs are performed within 30 days, Slum designation can be withdrawn
 - ▶ If repairs are not done, Slum designation can be recorded with the County Recorder and shall run with the land
 - ▶ Town is authorized to seek appointment of a temporary receiver of the property
 - ▶ Town can file a lien on the property to recover any costs incurred
- ▶ Chapter 16.40 outlines what constitutes a public nuisance
 - ▶ All buildings, structures and premises are required to be maintained so as not to pose a threat to the health and safety of any person.
 - ▶ Any public nuisance subjects the building, structures or premises to abatement
- ▶ Chapter 16.50 outlines the different methods that can be used to enforce Title 16 and the appeals process:
 - ▶ Code Official is defined to include, peace officer, fire code official, building official or anyone else designated by the City Manager
 - ▶ Methods used for enforcement range from voluntary compliance to issuance of a Notice of Violation to issuance of a Police citation to Court order abatement.
 - ▶ Some violations qualify for an "administrative" appeal, which is heard by the Code Official and does not require a fee
 - ▶ Appeal to the Board of Adjustment is also available
- ▶ Chapter 16.60 outlines the requirements for a Foreclosure and Vacant Property Registry
 - ▶ Applies to all property within the Town, to include residential and commercial property
 - ▶ Provides Town officials with contact information
 - ▶ Foreclosure Entities required to designate a Property Manager to keep the property maintained and secured
 - ▶ Makes property owners accountable for the maintenance of their vacant properties

C.2 Discussion Only [Mayor Wallace]: Town Department Goals Planning Session. All Town Departments including Administration, Police, Landfill, Public Works, Library/Community Services, Court, Fire, Building Regulation, Pool, Bus, Senior Center, Water, Sewer, and Town Savings accounts may be discussed.

Motion C.2: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Trate	

Fire Department Goals:

1 year goals

- Renew Whetstone IGA or RFP for Fire Services
- After new IGA sell or lease Town firetrucks
- Remove utilities from IGA
- Work for increased ISO rating

5 year goals

- Consider Town being annexed into Whetstone Fire District
- Obtain CON for Town fire contractor

Mayor Wallace: The contract with Whetstone fire ends Dec 2020, we need to start looking at what we want to do. Do we want to renew the contract or do we want to reestablish our own.

Mayor ProTem Johnson: I would like more updates from the fire department.

Mayor Wallace: Something we would have to think about if we would want to reestablish our fire department it would be a large expense and we would start our ISO all over again.

Manager Williams: I would recommend you not bring your fire services back in house, it would be a huge expense. If you would switch to anyone else you would have start the ISO all over again. I would also look into if you want to keep leasing Whetstone fire the trucks that we do have. Whetstone has just ordered two brand new trucks. After they get the trucks they will be giving us back one which should just be sold because of the cost of repairs. We would also look into not paying for their utilities. A CON is the right to provide ambulance service, this is where the money is made. The Town could consider taking the CON from Fry fire and giving it to Whetstone Fire and then it should be taken into the price of the IGA. And I would look at what would happen if Fire department would annex the town into their district, what would be the cost to the residents.

Town Bus Goals:

1 year goals

- Obtain Legacy Foundation funding to rebuild bus line connector service.
- Rebuild bus line to 5310/5311 grant standards.

5 year goals

- Operate bus service to grant standards
- Add additional bus stop locations
- Replace buses with grant funding

10 year goals

- Expand bus service to Benson

Court: Currently the court clerk is split between court and admin, this was done because there was just not enough work for a full time court clerk.

Pool: If town council uses CGBD funds for parks, I would recommend to replace the liner and pumps. Maybe even replace it with a splash pad, there are pros and cons to both.

Savings account: [Mayor Wallace] We get a daily update so we can see it's slowly adding up. Our HURF fund now has \$80,000 in it now.

D. Adjournment

Motion: to Adjourn		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Meeting Adjourned: 6:46 pm

Approved by Mayor Johann R. Wallace on November 14, 2019.

Mr. Johann R. Wallace
Mayor

Attest: _____
Ms. Janine Collins,
Town Clerk

Seal:

Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Huachuca City Town Council held on October 24, 2019. I further certify that the meeting was duly called and a quorum was present.

Ms. Janine Collins,
Town Clerk



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
OCTOBER, 24, 2019 AT 7:00 PM
HUACHUCA CITY TOWN HALL
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum
- c. Invocation

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The meeting was called to order at: 7:00
The Pledge of Allegiance was led by: Mayor Wallace
The Invocation was offered by: David Carnes

Roll Call

<i>Individual</i>	<i>Position</i>	<i>Present</i>	<i>Absent</i>
Johann Wallace	Mayor	X	
Donna Johnson	Mayor Pro-Tem	X	
Debra Trate	Councilor	X	
Christy Hirshberg	Councilor	X	
Joy Banks	Councilor	X	
Cynthia Butterworth	Councilor	X	

Matthew Williams	Town Manager	X	
Janine Collins	Town Clerk	X	
Thomas Benavidez	Town Attorney	X	

B. Call to the Public – Mayor

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Call to Public:

- 1. Diane Hildebrandt- 175 N. Skyline Dr, D229. Huachuca City, AZ 85616.**
Gift Basket Raffle at the Senior Center Open house for Friends of the Huachuca City Library.

Consent Agenda - Mayor

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- C.1 Consider approval of the minutes of the Council Work meeting held on October 10, 2019.**
- C.2 Consider approval of the minutes of the Council meeting held on October 10, 2019.**
- C.3 Consider approval of the Payment Approval Report in the amount of \$ 103,625.95**
- C.4 Consider approval of \$5,808.26 for Repair of Caterpillar Scraper.**
- C.5 Consider approval of \$6,240.33 for Rental of Scraper while other is being repaired.**
- C.6 Consider approval of \$8,690.98 for Office 365 Gov G3, Email and office applications.**
- C.7 Authorize the declaration as surplus property the following items, to be sold by auction or otherwise disposed of in accordance with Town Policy:**
 - A. 1998 Jeep Grand Cherokee VIN# 1J4GZ58Y9WC103074**

- B. 1994 Jeep Wrangler VIN# 1J4FY29SXP408541
- C. 2000 GMC Jimmy VIN# 1GKCS13W6Y2345972
- D. 1991 Buick Park Avenue VIN# 1G4CW53L3M1663377

Motion C: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

C. 6 removed before approval

Motion C:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

C.6 Consider approval of \$8,690.98 for Office 365 Gov G3, Email and office applications

Motion C.6: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Butterworth	

Mayor Wallace: The reason why I pulled this is this is supposed to be a monthly payment not a one lump sum. I would still recommend approving it.

Motion C.6:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

D. Unfinished Business before the Council – Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

D.1 Discussion and/or Action [Mayor Wallace]: Council approval of Resolution 2019-31. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, DECLARING AS A PUBLIC RECORD OF THE TOWN THAT CERTAIN DOCUMENT KNOWN AS "TITLE 16 NEIGHBORHOOD PRESERVATION AND VACANT PROPERTY REGISTRY".

Motion D.1: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Motion D.1:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Trate	

D.2 Discussion and/or Action [Dr. Johnson]: Second reading and adoption of Ordinance 2019-16 AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, AMENDING THE TOWN CODE BY ADDING NEW TITLE 16 "NEIGHBORHOOD PRESERVATION AND VACANT PROPERTY REGISTRY" TO ESTABLISH REGULATIONS FOR REGISTERING AND MAINTAINING FORECLOSED, ABANDONED AND VACANT PROPERTY WITHIN THE TOWN; TO ESTABLISH REGULATIONS FOR DECLARING AND ABATING SLUM AND BLIGHTED PROPERTY; TO ESTABLISH MINIMUM STANDARDS FOR THE CONDITION OF THE INTERIOR OF RESIDENTIAL BUILDINGS; TO ESTABLISH REQUIREMENTS FOR THE MAINTENANCE OF ALL RESIDENTIAL AND NONRESIDENTIAL BUILDINGS AND STRUCTURES OF ANY KIND, AND VACANT AND IMPROVED LAND; TO ESTABLISH REGULATIONS FOR GRAFFITI PREVENTION, PROHIBITION AND REMOVAL; TO PROHIBIT ACTS AND CONDUCT THAT DIMINISH QUALITY OF LIFE; AND ADOPTING ENFORCEMENT AND ABATEMENT PROCEDURES AND SANCTIONS FOR VIOLATIONS.

Motion D.2: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Butterworth	

Mayor Wallace: We were asked to do a work session for this, we had one earlier today. We went over the Title again to better understand it.

Motion D.2:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

E. New Business Before Council - Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

E.1 Discussion and or/Action [Spencer Forsberg]: September 2019 Financial Statement Review including Town grant tracking.

Motion E.1: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Spencer Forsberg: The cost cutting that has happened has really paid off. Our general, water, sewer, and garbage funds are doing well.

General \$45,353.82
Water:\$9,637.67
Sewer: \$2,591.47
Garbage: \$1,011.58

E.2 Discussion and or/Action [Clerk Collins]: Approval of Christmas parade route for the Parade held on December 14, 2019.

Motion E.2: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Clerk Collins: Route going from Howard to Patton, Patton to Third, Third to School, School to Gonzales, Gonzales to Yuma, Yuma Cochise, Cochise to Navajo, Navajo to Yavapai, Yavapai to Yuma, Yuma to Gonzalez, and ending at the senior center.

Motion E.2:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Butterworth	

E.3 Discussion and/or Action [Mayor Wallace]: The Council might vote to go into Executive [closed] session, pursuant to A.R.S. 38-431.03(A) (3) & (4), for legal advice concerning the settlement agreement with Dusk till Dawn and acquisition of the property. In addition, the Council will discuss and act upon the following related matters in open session:

- a. Hiring Stifel, Nicolaus & Company to provide financial consulting services related to obtaining financing for purchase of the property;
- b. Approving a bond sale to finance purchase of the property and selecting a financial institution to purchase the bonds; and
- c. Hiring the law firm of Gust Rosenfeld to provide legal counsel on the bond sale transaction.

Motion E.3: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Hirschberg	

Moved into Executive Session at 7:26 pm by Mayor Wallace, Seconded by Hirshberg

Session opened back up by Mayor Wallace at 7:30, Seconded by Councilor Hirshberg

Manager Williams: Pioneer Title has refused to insure the title if the building was used as collateral since the voters did not approve to buy the building. So we are looking into financing using a private bond. We are looking into hiring two firms to help with the bond. The sale has to be closed by December 9th, 2019. The bond will be against future sales tax.

Motion E.3: A,B, and C all approved		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

F. Town Manager's Report:

- Still trying to work with the Tombstone school district on school road.
- Christmas lights we have had some companies sponsor Christmas lights and we will order them soon.
- HURF RFP will be out for bids starting on November 12.
- Audit presentation is scheduled for December 12th.
- The town purchased a roll-off truck.
- Old town phones will be placed on public surplus and sold
- Veteran's Day offices will be closed.
- I have been asked to speak at the NextGen conference on November 6th
- Senior center open house on October 25th. Senior center open Wednesdays and Fridays from 8:30-2pm.
- Trunk or Treat on October 31st, from 6-8pm.
- 11 building permits were issued for the 3rd quarter.
- SEACOM is doing well financially and is currently projected to run a budget surplus for FY 19-20
- Chief is trying to get a repeater for the tower
- The Town Manager is now serving on the Salvation Army Board of Directors.

G. Items to be placed on future agendas:

H. Reports of Current Events by Council:

Councillor Banks: Some of my meetings were cancelled so I'm going to focus on Rural Transportation Advocacy conference I went to. I found out that Mexico and Canada are really important partners. Canadians love Arizona and come here a lot. They vacation here, buy houses here, and they will often travel to Mexico to get their teeth fixed. The cost of living is high in Canada. The United States, Mexico and Canada Deal has been signed by Canada and Mexico but has yet to be signed by us. We were told we need to put pressure on the elected officials to get it passed. This would bring in 1.7 Billion dollars will be starting to happen when we do this trading block. The one thing I learned that amazed me is that Mexico is graduating more engineers there then here in the US. 200 Billion dollars come in from the border of Mexico.

Mayor ProTem Johnson: We have an officer retiring soon.

I. Adjournment

Motion: to Adjourn		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councillor Butterworth	

Meeting Adjourned: 7:49 pm

Approved by Mayor Johann R. Wallace on November 14, 2019.

Mr. Johann R. Wallace
Mayor

Attest: _____
Ms. Janine Collins,
Town Clerk

Seal:

Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Huachuca City Town Council held on October 24, 2019. I further certify that the meeting was duly called and a quorum was present.

Ms. Janine Collins,
Town Clerk

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1022500							
Cigna Healthcare (FACETS Plans	EFT10222019	Employee Health Insurance	10/22/2019	6,150.54	6,150.54	10/23/2019	
Total 1022500:				6,150.54	6,150.54		
1022510							
Principal Life Insurance Co	1080791/10182	employee benefit	10/18/2019	1,033.23	1,033.23	10/29/2019	
Sun Life Financial	900791/101620	employee dental	10/18/2019	10.27	10.27	10/23/2019	
Sun Life Financial	900791/101620	administrative fee	10/18/2019	10.00	10.00	10/23/2019	
Total 1022510:				1,053.50	1,053.50		
1022520							
AFLAC	017084	Payroll Deduction	10/23/2019	439.98	439.98	10/23/2019	
Total 1022520:				439.98	439.98		
1022540							
Vision Service Plan	807682521	Vision Ins./30 048730 0001	10/18/2019	156.61	156.61	10/29/2019	
Total 1022540:				156.61	156.61		
1022700							
LegalShield	0104832/10202	employee benefit	10/20/2019	15.95	15.95	10/23/2019	
Total 1022700:				15.95	15.95		
1042220							
Benavidez Law Group, P.C.	69530	Attorney Fees	10/23/2019	2,250.00	2,250.00	10/29/2019	
Total 1042220:				2,250.00	2,250.00		
1042250							
Herald Review Media	489184/217213	Advertise Town Council Seat Vaca	10/04/2019	76.32	76.32	10/29/2019	
Total 1042250:				76.32	76.32		
1043300							
AlphaGraphics	84976	Re-Order Checks	10/21/2019	339.43	339.43	10/29/2019	
Total 1043300:				339.43	339.43		
1043340							
Southwest Gas Corporation	10302019	Utility Service-Gas	10/30/2019	26.01	26.01	11/06/2019	
Total 1043340:				26.01	26.01		
1043360							
AZ Department of Corrections	D08106201910	Inmate Labor	11/05/2019	7.09	.00		
AZ Department of Corrections	D08107201910	Inmate Transportation Cost	10/21/2019	10.30	10.30	10/23/2019	
AZ Department of Corrections	D08107201910	Inmate Labor	10/28/2019	10.61	10.61	10/29/2019	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1043360:				28.00	20.91		
1043440							
Purchase Power	1630/10172019	Postage	10/17/2019	378.37	378.37	10/29/2019	
Total 1043440:				378.37	378.37		
1043480							
Clark Information Systems	130395	Internet Service	10/25/2019	89.95	89.95	10/29/2019	
Total 1043480:				89.95	89.95		
1043500							
Truly Nolen Branch 025	250140287	Pest Control	10/23/2019	44.00	44.00	10/29/2019	
Total 1043500:				44.00	44.00		
1043650							
Haymore & Forsberg CPA	2961	Accounting Services	11/01/2019	1,625.00	.00		
Total 1043650:				1,625.00	.00		
1043703							
Code Publishing, Inc.	64936	Municipal Code-Wed Update	10/21/2019	298.35	298.35	10/29/2019	
Total 1043703:				298.35	298.35		
1045120							
Benavidez Law Group, P.C.	69530	Prosecution Fees	10/23/2019	363.00	363.00	10/29/2019	
Total 1045120:				363.00	363.00		
1045250							
Aaron Parr	10312019	Alternate Magistrate Reimburse	10/31/2019	80.00	.00		
Lund, Ann	11012019	Alternate Magistrate	11/01/2019	150.00	.00		
Total 1045250:				230.00	.00		
1048101							
Sentinel Technologies, Inc.	M360220	IT-Managed Services Agreement	10/31/2019	1,967.50	1,967.50	10/24/2019	
Total 1048101:				1,967.50	1,967.50		
1048210							
CDW Government	VJD8915	Office 365 Gov G3, Email, Office	10/14/2019	8,537.71	8,537.71	10/23/2019	
Total 1048210:				8,537.71	8,537.71		
1051240							
Benavidez Law Group, P.C.	69530	Prosecution Fees	10/23/2019	363.00	363.00	10/29/2019	
Total 1051240:				363.00	363.00		
1051271							
AT&T	9001/100919	Phone Service	10/09/2019	24.02	24.02	10/23/2019	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1051271:				24.02	24.02		
1051290							
Wist Office Products	1943248	Paper Towels, Paper Clips, Facial	10/24/2019	228.70	228.70	10/29/2019	
Total 1051290:				228.70	228.70		
1051340							
Southwest Gas Corporation	10302019	Utility Service-Gas	10/30/2019	28.01	28.01	11/08/2019	
Total 1051340:				28.01	28.01		
1051360							
AZ Department of Corrections	D08108201910	Inmate Labor	11/05/2019	7.09	.00		
AZ Department of Corrections	D08107201910	Inmate Transportation Cost	10/21/2019	10.30	10.30	10/23/2019	
AZ Department of Corrections	D08107201910	Inmate Labor	10/28/2019	10.82	10.82	10/29/2019	
Total 1051360:				28.01	20.92		
1051480							
Empire Southwest, LLC	EPWK0470368	Police/Fire Generator-Battery Rep	10/28/2019	630.13	.00		
Herald Review Media	489184/091948	Ordinance #2019-15 PSPRS	09/25/2019	239.17	239.17	10/29/2019	
Herald Review Media	489184/214858	Ordinance #2019-10 Health & Saf	09/25/2019	389.34	389.34	10/29/2019	
Herald Review Media	489184/217212	Advertise For Emergency Pre-Em	10/04/2019	103.18	103.18	10/29/2019	
Total 1051480:				1,361.82	731.69		
1051470							
Gardner's Garage	03P1385	Vehicle Maint	10/23/2019	46.88	.00		
Gardner's Garage	03P1422	Vehicle Maint	11/08/2019	42.52	.00		
Total 1051470:				89.38	.00		
1051475							
Fleet Services	61846256	fuel expense	10/15/2019	1,076.20	1,076.20	10/29/2019	
Total 1051475:				1,076.20	1,076.20		
1051505							
Garden Canyon Towing, LLC	35219	Towing Fees	10/08/2019	84.00	.00		
Garden Canyon Towing, LLC	35323	Impound Vehicle	10/26/2019	84.00	84.00	10/29/2019	
Mac's Towing LLC	4779	Impound Vehicle	10/30/2019	116.00	.00		
Total 1051505:				284.00	84.00		
1051660							
PSPRS	10202019	Reg for J. Thies Jan 22	10/20/2019	75.00	75.00	10/23/2019	
Total 1051660:				75.00	75.00		
1051705							
Copygraphix	25708280	Copy Machine Lease/Police Dept	10/11/2019	213.18	213.18	10/23/2019	
Total 1051705:				213.18	213.18		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1052475							
Fleet Services	61846256	fuel expense	10/15/2019	40.65	40.65	10/29/2019	
Total 1052475:				40.65	40.65		
1053340							
Southwest Gas Corporation	10302019	Utility Service-Gas	10/30/2019	52.02	52.02	11/06/2019	
Total 1053340:				52.02	52.02		
1053470							
Empire Southwest, LLC	EPWK0470366	Police/Fire Generator-Battery Rep	10/28/2019	630.12	.00		
Total 1053470:				630.12	.00		
1054360							
SW Building Inspection Service	9579	Contract Services	10/31/2019	4,600.00	.00		
Total 1054360:				4,600.00	.00		
1054760							
Herald Review Media	489340/101948	Ordinance #2019-16 Building Cod	10/31/2019	207.85	.00		
Total 1054760:				207.85	.00		
1057110							
Cintas Corporation No. 445	4032403209	Uniform and Rentals/Public Works	10/14/2019	19.96	19.96	10/23/2019	
Cintas Corporation No. 445	4032958279	Uniform and Rentals/Public Works	10/21/2019	19.81	19.81	10/23/2019	
Cintas Corporation No. 445	4033626275	Uniform and Rentals/Public Works	10/28/2019	19.96	19.96	10/29/2019	
Cintas Corporation No. 445	4034097117	Uniform and Rentals/Public Works	11/04/2019	19.81	.00		
Total 1057110:				79.54	59.73		
1057360							
AZ Department of Corrections	D08108201910	Inmate Labor	11/05/2019	28.38	.00		
AZ Department of Corrections	D08107201910	Inmate Transportation Cost	10/21/2019	41.20	41.20	10/23/2019	
AZ Department of Corrections	D08107201910	Inmate Labor	10/28/2019	42.46	42.46	10/29/2019	
Total 1057360:				112.02	83.66		
1057460							
Fleet Services	61846256	fuel expense	10/15/2019	50.40	50.40	10/29/2019	
Total 1057460:				50.40	50.40		
1057475							
Senegy Petroleum LLC	582114	Diesel #2	10/23/2019	56.94	56.94	10/29/2019	
Total 1057475:				56.94	56.94		
1058460							
Leslie's PoolMart, Inc.	00649-01-0214	3" Tablets, Shock, Vacuum Parts	10/24/2019	367.70	367.70	10/24/2019	
Total 1058460:				367.70	367.70		
1062340							
Southwest Gas Corporation	10302019	Utility Service-Gas	10/30/2019	60.66	60.66	11/06/2019	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1062340:				60.68	60.68		
1062368							
AZ Department of Corrections	D08106201910	Inmate Labor	11/05/2019	14.18	.00		
AZ Department of Corrections	D08107201910	Inmate Transportation Cost	10/21/2019	20.80	20.80	10/23/2019	
AZ Department of Corrections	D08107201910	Inmate Labor	10/28/2019	21.23	21.23	10/29/2019	
Total 1062368:				56.01	41.83		
1062705							
Copygraphix	25778804	Copy Machine Lease/Library	10/23/2019	355.18	355.18	10/31/2019	
Total 1062705:				355.18	355.18		
1068290							
M&M Auto Paint Supplies Inc	61640	5" Sanding Pads 220g & 100g	10/24/2019	52.93	52.93	10/24/2019	
PPG Architectural Finishes	972802087074	Paint, Rollers, Handles, Tape, Raz	10/24/2019	58.68	58.68	10/24/2019	
Total 1068290:				111.61	111.61		
1068340							
Southwest Gas Corporation	10302019	Utility Service-Gas	10/30/2019	54.69	54.69	11/08/2019	
Total 1068340:				54.69	54.69		
1068462							
Truly Nolen Branch 025	250142236	Pest Control	11/06/2019	90.00	.00		
Total 1068462:				90.00	.00		
1069810							
CenturyLink	1478440247	ERATE	10/11/2019	1,493.49	1,493.49	10/23/2019	
Total 1069810:				1,493.49	1,493.49		
2040200							
Az State Treasurer	329	monthly conversions	11/04/2019	5,428.40	.00		
Cochise County Superior Court	330	court revenue/\$1 Assessment	11/04/2019	27.58	.00		
General Fund(Trust)	328	monthly court conversions	11/04/2019	9,024.27	.00		
Total 2040200:				14,480.25	.00		
2040400							
Dollar General	332	Restitution CR20180030	11/04/2019	1.89	.00		
Katrina Sutton	331	Restitution	11/04/2019	10.00	.00		
Total 2040400:				11.89	.00		
5121350							
Clifford Taylor	1002671/10292	Water Deposit Refund	10/29/2019	24.54	.00		
Lynda K Seal	10003351/1022	Water Deposit Refund	10/22/2019	33.67	33.67	10/23/2019	
Total 5121350:				58.21	33.67		
5140110							
Cintas Corporation No. 445	4032403209	Uniform and Rentals/Water	10/14/2019	19.95	19.95	10/23/2019	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Cintas Corporation No. 445	4032958279	Uniform and Rentals/Water	10/21/2019	19.81	19.81	10/23/2019	
Cintas Corporation No. 445	4033526275	Uniform and Rentals/Water	10/28/2019	19.95	19.95	10/29/2019	
Cintas Corporation No. 445	4034097117	Uniform and Rentals/Water	11/04/2019	19.81	.00		
Total 5140110:				79.52	59.71		
5140360							
AZ Department of Corrections	D08106201910	Inmate Labor	11/05/2019	28.36	.00		
AZ Department of Corrections	D08107201910	Inmate Transportation Cost	10/21/2019	41.20	41.20	10/23/2019	
AZ Department of Corrections	D08107201910	Inmate Labor	10/28/2019	42.48	42.48	10/29/2019	
Apache Real Estate Investments	10-2019	Contract Service-Water Site Inspe	11/01/2019	500.00	.00		
Total 5140360:				612.02	83.68		
5140370							
AZ Dept of Revenue	EFT10312019	Sales Tax	10/31/2019	2,445.04	2,445.04	10/30/2019	
Total 5140370:				2,445.04	2,445.04		
5140440							
Purchase Power	1630/10172019	Postage	10/17/2019	378.38	378.38	10/29/2019	
Total 5140440:				378.38	378.38		
5140470							
D&M Tire & Wheel	39177	Tire Repair PW3	10/30/2019	18.00	.00		
D&M Tire & Wheel	39279	Tire Repair PW5	11/05/2019	18.00	.00		
Gardner's Garage	03P1356	PW3 Pulley Repair	10/14/2019	69.75	69.75	10/23/2019	
Total 5140470:				103.75	69.75		
5140475							
Fleet Services	61848256	fuel expense	10/15/2019	394.76	394.76	10/29/2019	
Senegy Petroleum LLC	582114	Diesel #2	10/23/2019	445.97	445.97	10/29/2019	
Total 5140475:				840.73	840.73		
5140850							
Quest Diagnostics	9184356010	New Hire Drug Testing/Client #15	10/28/2019	30.00	.00		
Haymore & Foreberg CPA	2961	Accounting Services	11/01/2019	406.25	.00		
Total 5140850:				436.25	.00		
5221350							
Clifford Taylor	1002671/10292	Sewer Deposit Refund	10/29/2019	25.00	.00		
Lynda K Seal	10003351/1022	Sewer Deposit Refund	10/22/2019	25.00	25.00	10/23/2019	
Nicole & James Cromeans	3007623/10222	Sewer Deposit Refund	10/22/2019	3.78	3.78	10/23/2019	
Total 5221350:				53.78	28.78		
5240110							
Cintas Corporation No. 445	4032403209	Uniform and Rentals/Sewer	10/14/2019	19.96	19.96	10/23/2019	
Cintas Corporation No. 445	4032958279	Uniform and Rentals/Sewer	10/21/2019	19.81	19.81	10/23/2019	
Cintas Corporation No. 445	4033526275	Uniform and Rentals/Sewer	10/28/2019	19.96	19.96	10/29/2019	
Cintas Corporation No. 445	4034097117	Uniform and Rentals/Sewer	11/04/2019	19.82	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 5240110:				79.55	59.73		
5240380							
AZ Department of Corrections	D08108201910	Inmate Labor	11/06/2019	28.36	.00		
AZ Department of Corrections	D08107201910	Inmate Transportation Cost	10/21/2019	41.20	41.20	10/23/2019	
AZ Department of Corrections	D08107201910	Inmate Labor	10/28/2019	42.46	42.46	10/29/2019	
Valenzuela, Jr. Carlos S.	195846	Contract Labor	11/08/2019	400.00	.00		
Total 5240380:				512.02	83.66		
5240440							
Purchase Power	1630/10172019	Postage	10/17/2019	378.38	378.38	10/29/2019	
Total 5240440:				378.38	378.38		
5240475							
Fleet Services	61848256	fuel expense	10/15/2019	394.78	394.78	10/29/2019	
Senergy Petroleum LLC	582114	Diesel #2	10/23/2019	445.97	445.97	10/29/2019	
Total 5240475:				840.73	840.73		
5240610							
Merle's Automotive Supply	16-309020	Switch Repair Brush Hog, Power	10/22/2019	26.83	26.83	10/23/2019	
Total 5240610:				26.83	26.83		
5240650							
Haymore & Forsberg CPA	2961	Accounting Services	11/01/2019	406.25	.00		
Total 5240650:				406.25	.00		
5240702							
Turner Laboratories, Inc	19J0573	Monthly WasteWater Test	10/24/2019	97.50	97.50	10/29/2019	
Total 5240702:				97.50	97.50		
5540102							
Quest Diagnostics	9184356010	New Hire Drug Testing/Client #15	10/28/2019	30.00	.00		
Total 5540102:				30.00	.00		
5540110							
Cintas Corporation No. 445	4032403209	Uniform and Rentals/Landfill	10/14/2019	91.76	91.76	10/23/2019	
Cintas Corporation No. 445	4032958279	Uniform and Rentals/Landfill	10/21/2019	81.33	81.33	10/23/2019	
Cintas Corporation No. 445	4033528275	Uniform and Rentals/Landfill	10/28/2019	91.76	91.76	10/29/2019	
Cintas Corporation No. 445	4034097117	Uniform and Rentals/Landfill	11/04/2019	81.32	.00		
Total 5540110:				346.17	264.85		
5540340							
Lal Enterprises, Inc	27785	specfic clean out scalehouse	10/31/2019	57.75	.00		
Total 5540340:				57.75	.00		
5540360							
AZ Department of Corrections	D08108201910	Inmate Labor	11/06/2019	42.56	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AZ Department of Corrections	D08107201910	Inmate Transportation Cost	10/21/2019	123.56	123.56	10/23/2019	
AZ Department of Corrections	D08107201910	Inmate Labor	10/28/2019	106.16	106.16	10/29/2019	
McCoy's Septic Pumping Service	4321	Clean Landfill Septic Tank	10/16/2019	190.00	190.00	10/23/2019	
McCoy's Septic Pumping Service	4334	Clean Landfill Septic Tank	10/30/2019	190.00	.00		
Total 5540360:				652.28	419.72		
5540440							
Purchase Power	1630/10172019	Postage	10/17/2019	378.37	378.37	10/29/2019	
Total 5540440:				378.37	378.37		
5540460							
Ace Hardware	167895/1	Noise Resist Head Set	10/24/2019	48.59	48.59	10/24/2019	
Barnett's Propane	6766-12	Propane Tank	10/28/2019	22.04	22.04	10/29/2019	
Gagnons Sand and Gravel	4865	3/4" Gravel	10/22/2019	2,070.93	2,070.93	10/29/2019	
Elite Sales and Service, LLC	17712	Repair 613C Scraper-Brakes Lo	10/23/2019	888.43	888.43	10/23/2019	
Northern Tool & Equipment	43503236	Dual Pentle Hitch D1 Dump Truck	10/22/2019	96.74	96.74	10/23/2019	
Northern Tool & Equipment	43568594	Various Tools ST1 Service Truck	11/01/2019	486.90	.00		
Total 5540460:				3,613.63	3,126.73		
5540470							
Elite Sales and Service, LLC	17711	Drive New Roll Off Truck To HC	10/23/2019	250.00	.00		
Total 5540470:				250.00	.00		
5540475							
Senergy Petroleum LLC	582114	Red Dyed Diesel #2	10/23/2019	837.29	837.29	10/29/2019	
Senergy Petroleum LLC	584546	Red Dyed Diesel #2	10/31/2019	1,754.45	.00		
Total 5540475:				2,591.74	837.29		
5540480							
TransWorld Network, Corp	14711140-051	Internet Services	10/22/2019	48.86	48.86	10/23/2019	
Total 5540480:				48.86	48.86		
5540610							
Ace Hardware	168111/1	ST1 Truck-Hose Reel Air, Grease	11/04/2019	141.15	.00		
Cochise Lock & Safe	119879	Spare Key For RO1	10/22/2019	12.97	12.97	10/23/2019	
Cochise Lock & Safe	119897	Spare Keys RO1	10/30/2019	27.00	.00		
Empire Southwest, LLC	EMRA0022560	Rental 613 Scraper Additional Ch	10/16/2019	380.45	380.45	10/23/2019	
Empire Southwest, LLC	EMRA0022598	613C Scraper-Lower Door Glass	10/22/2019	292.83	292.83	10/24/2019	
Empire Southwest, LLC	EMWK287802	D&T Repair From Laying On Its Si	10/15/2019	2,072.68	2,072.68	10/23/2019	
Empire Southwest, LLC	EMWK288038	816K Packer-Replace Door	10/22/2019	1,247.80	.00		
Empire Southwest, LLC	EMWK288172	Trouble Shot 613C Water Pull	10/24/2019	983.71	983.71	10/29/2019	
Ginger's Auto Title Service	10242019	Title & Registration For Roll Truck	10/24/2019	28.00	28.00	10/29/2019	
Merle's Automotive Supply	16-309450	Kit Repair Gear Oil Cap RO1, Oil	10/24/2019	24.59	24.59	10/24/2019	
Merle's Automotive Supply	16-309947	Switch For Water Truck	10/28/2019	9.28	9.28	10/29/2019	
Senergy Petroleum LLC	581998	Victory Blue Def	10/24/2019	1,575.81	1,575.81	10/29/2019	
Senergy Petroleum LLC	585420	Victory Blue Def	11/07/2019	473.80	.00		
Southern Tire Mart	8020003128	Repair Driver Rear 986D	10/18/2019	512.30	512.30	10/23/2019	
Total 5540610:				7,782.17	5,892.42		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
5540850							
Haymore & Foreberg CPA	2981	Accounting Services	11/01/2019	812.50	.00		
Total 5540850:				812.50	.00		
5540840							
Mauricio Orlando Loreto Fimbres	0105	2007 Ford F450 Flat Bed Truck	10/21/2019	7,000.00	7,000.00	10/22/2019	
Total 5540840:				7,000.00	7,000.00		
5540855							
Terracon Consultants, Inc	TC88645	3rd Qtr Monitoring	10/07/2019	1,074.95	1,074.95	10/31/2019	
Total 5540855:				1,074.95	1,074.95		
Grand Totals:				82,735.94	52,347.17		

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid Invoices included.



Chief James L. Thies
HUACHUCA CITY POLICE DEPARTMENT
500 North Gonzales Boulevard
Telephone (520) 456-1353
Fax (520) 456-9208
HUACHUCA CITY, ARIZONA 85616



November 1, 2019

Memorandum to Huachuca City Public Safety Retirement Board

Subject: Resignation from PSPRS Board

1. Due to my upcoming retirement on December 10, 2019, I am resigning my position on the Huachuca City Public Safety Retirement Board effective on November 5, 2019. This is a Commissioned Officer position on the board.
2. I appreciate the opportunity of serving as a member of this board since it was formed when the town of Huachuca City first became part of the Public Safety Retirement System. I have learned a lot about the retirement system while we have formed our board and set up the policies and procedures for retirement. I was honored to be part of Chief Dennis Grey's retirement from the Huachuca City Police Department.
3. Thank you for this opportunity.

A handwritten signature in cursive script, followed by the initials 'Hc-2'.

Lt. Joseph Glowacki

Hugh A. Walker, Enterprises, Inc. (An Arizona Corporation)

7231 Boulder Ave, PMB700

Highland CA, 92348

Tel: 602 885-8323

FAX 909-864-1805

INVOICE

DATE

October 24, 2019

INVOICE#

10-2019-01

BILL TO:

Mr. Matthew Williams

City Manager

The Town of Huachuca City

500 N. Gonzales Blvd.

Huachuca City, AZ 85616

LABOR DESCRIPTION:

1 See 01/5/2018 Sope of Work Tsk 2

2 See 01/5/2018 Sope of Work Tsk 3

P.O.NUMBER:

HCL2018-01

PROJECT:

Remainder Geologic/Groundwater Data Report

TASK HRS

Total

RATE

1 See 01/5/2018 Sope of Work Tsk 2 100% Complete

2 See 01/5/2018 Sope of Work Tsk 3 100% Complete

HRS

0

AMOUNT

\$8,900.00

\$10,784.80

EXPENSES:

Mileage

(Rate/0.56/mile)

1

0.560

0.00

Sub-Total Mileage

\$

-

1 **FOOD/Per Diem Rate as agreed Breakfast=\$N/A Lunch=\$N/A Dinner=\$N/A/Day**

Note:

Days

\$

-

1 **Lodging by receipt**

0.00

Other Out of Pocket Expenses by Receipt

0.00

1

2

SUBTOTAL

\$19,684.80

Balance Due upon Receipt, Please Remit

GRAND TOTAL

\$ 19,684.80

To: Hugh A. Walker Enterprises, Inc. at the
above address. Thank You

TOWN OF HUACHUCA CITY

APPLICATION FOR TOWN COUNCIL VACANCY

RESUME AND AFFIDAVIT

Submit application by: October 15th, 2019 – 5:00pm Submit application to: Town Clerk's Office 500 N. Gonzales Blvd., Huachuca City, AZ 85616

Dear Members of Town Council:

I would respectfully request that you give, (my name) BRENDA L. POWDEN consideration in making the appointment to fill the Council seat vacated by Walter Welsch, the term of which expires in November of 2020. The following facts are submitted for your consideration (if necessary, applicant may attach additional pages):

there are many!

I. Previous Employment or Business Ownership: Employer Job Title Dates

Hampden Police Dept 1984-1989	Hampden Maine	Dispatcher, officer work LT, Patrol
Several Hospitals	+ Doctors & Company	MEDICAL Trans.
Catch House Res	BANGOR ME	HOSTESS 2017
NANY others.	Sold Vacuum cleaners	
BANGOR County Jail	BANGOR ME	JAIL Guard EARLY 80's

PENOBSCOT

II. Civic Participation: Clubs/Organization Office Held Dates

GOOD SAM CAMPING clubs & me.	STATE of Maine Chapter	STATE Secretary MID 90's
NA FCA PVA CAMPING	Secretary	
CHARLESTON, MAINE	Secretary of local worked at events	STATE Chapter MID 90's
ANNA SHREVE Bays		2017
CAN EXPLAIN	These Better To	Person

III. Please answer the questions below:

A. What are your interests or concerns relating to the Town of Huachuca City?

Helping the Community Thrive & Get More Businesses in Town.

B. Describe your leadership style.

I AM A People Person. I HAVE Worked on many Programs (listed on other Pages). AND HAVE A GREAT, FRIENDLY Personality I'm told

C. Explain your understanding of the role of a Council Member.

TO Discuss ISSUES and IDEAS TO make The Community Better + Attract more Business TO TRY TO Come up with good IDEAS and Useful IDEAS.

D. How would you characterize your communication style, both formal and informal?

AS Before, I AM A People Person, love helping people and participating in Activities and EVENTS, Help, & organize Things. etc.

E. Tell us about your volunteer activities and community involvement.

See ABOVE. Just moved to the area a year ago so haven't gotten into much there but want to start.

F. Describe any initiatives you would like to institute.

About willing to do anything to help the citizens out and improve the town.

G. Describe any additional areas of expertise or experiences/project involvement you have/had that are relevant to this office.

LOTS of EXPERIENCE IN my working career and also in groups of people.

H. If there was one issue you could address to make a positive difference for our citizens and visitors, what would it be?

Would like to see more business
come to the community and anything
else I could do that would be
a positive result or don't.

IV. Other information:

Was born and raised in Maine, it is
a small state but lots to do & see
moved out here to AZ 2 years ago and
love it. My husband works at THE
Herald Review. We have a dog named
Riley!

BRENDA L BOWDEN

Name of Applicant (printed) Telephone Number

Brenda L Bowden


Signature of Applicant Email Address

State of Arizona

County of Cochise

I, BRENDA L. BOWDEN, being first duly sworn, upon my oath and say:

I do hereby certify that I am a qualified elector of the Town of Huachuca City, Arizona, and presently
hold no other public office for which I receive compensation; that I have resided within the Town

 for at least one (1) year next preceding the date of this affidavit, and am presently residing
GRANT ST. HUACHUCA CITY that I am over the age of eighteen (18)
years.

Signature of Applicant Date

Brenda L. Boudin Oct 25, 2019

Subscribed and sworn to (affirmed) before me this 25 day of October 2019

Margaret S
Notary's Signature My Commission Expires (Seal)



TOWN OF HUACHUCA CITY
APPLICATION FOR TOWN COUNCIL VACANCY
RESUME AND AFFIDAVIT

Submit application by: October 15th, 2019 – 5:00pm Submit application to: Town Clerk's Office 500 N. Gonzales Blvd., Huachuca City, AZ 85616

Dear Members of Town Council:

I would respectfully request that you give, (my name) DIANE HILDEBRANDT consideration in making the appointment to fill the Council seat vacated by Walter Welsch, the term of which expires in November of 2020. The following facts are submitted for your consideration (if necessary, applicant may attach additional pages):

I. Previous Employment or Business Ownership: Employer Job Title Dates

RETIRED		SINCE 2008
SMALL TAX PREP. CO.	TAX PREP + ACCOUNTING	2002 - 2007
GLOTZBACH CPA	TAX PARA PROFESSIONAL	1996 - 2001
P. ROOBERG + CO CPA	TAX PARA + ADM. ASST.	1986 - 1996
GARY-HOBART WATER	VARIOUS	1970 - 1984

II. Civic Participation: Clubs/Organization Office Held Dates

FRIENDS OF HC LIBRARY	VP/SEC	2016 - CURRENT
PTSA	VP/TREAS/SEC	1991 - 2007

III. Please answer the questions below:

?

A. What are your interests or concerns relating to the Town of Huachuca City?

ANYTHING WHICH WILL MAKE HUACHUCA CITY
A BETTER COMMUNITY AND A HEALTHIER
PLACE TO LIVE

B. Describe your leadership style.

GOOD AT DELEGATING AND MAKING SUGGESTIONS
NOT AFRAID TO ASK QUESTIONS
FOLLOW TASKS THROUGH TO COMPLETION
WILLING TO TAKE ON SPECIAL PROJECTS
ABLE TO MAINTAIN CONFIDENTIAL INFO AS NECESSARY

C. Explain your understanding of the role of a Council Member.

PARTICIPATE IN GOVERNING THE CITY
BE OPEN TO OTHER IDEAS AND OPINIONS
HELP ENSURE FISCAL RESPONSIBILITY
WILLING TO EVALUATE ALL OPTIONS AVAILABLE
UNDERSTAND ETHICS

D. How would you characterize your communication style, both formal and informal?

PRESENTS CLEAR AND LOGICAL EXPLANATION OF FACTS
ABILITY TO RESEARCH AND SHARE FINDINGS
ARTICULATE IN WRITTEN COMMUNICATIONS AND
TO A LESSER EXTENT VERBAL COMMUNICATIONS
INFORMALLY: HAVE WICKED SENSE OF HUMOR

E. Tell us about your volunteer activities and community involvement.

CURRENTLY A MEMBER OF HEALTHY HUACHUCA
CITY AND FRIENDS OF HUACHUCA CITY LIBRARY
FORMER YARD JUDGE FOR FRIENDS OF HUACHUCA CITY
PARTICIPATE IN SENIOR CENTER PLANNING AND ALSO
VOLUNTEERS TO OPEN/CLOSE SENIOR CENTER ON
FRIDAYS.

F. Describe any initiatives you would like to institute.

GETTING IDENTIFICATION NUMBERS APPROPRIATELY
PLACED ON ALL PROPERTY
CONTINUE TO DEVELOP PROGRAMS FOR SENIOR &
COMMUNITY CENTERS
INCREASING LITERACY IN OUR COMMUNITY

G. Describe any additional areas of expertise or experiences/project involvement you have/had that are relevant to this office.

BESIDES MY DECADES OF WORK IN THE ACCOUNTING
INDUSTRY, I HAVE A BS IN COMPUTER INFO. SYSTEMS
PROFICIENT IN RESEARCHING A MULTIPLICITY OF SUBJECTS
FROM SOI (2)(3) REQUIREMENTS TO GENEALOGY AND
HISTORICAL INFORMATION

H. If there was one issue you could address to make a positive difference for our citizens and visitors, what would it be?

REMOVAL OF BLIGHT AND SLUMMY AREAS IN
ORDER TO HELP DEVELOP CIVIC PRIDE

IV. Other information:

SEE ATTACHED

DIANE HILDEBRANDT

Name of Applicant (printed) Telephone Number



Diane Hildebrandt

Signature of Applicant Email Address



State of Arizona

County of Cochise

I, DIANE HILDEBRANDT, being first duly sworn, upon my oath and say:

I do hereby certify that I am a qualified elector of the Town of Huachuca City, Arizona, and presently hold no other public office for which I receive compensation; that I have resided within the Town

bo [redacted] at least one (1) year next preceding the date of this affidavit, and am presently residing
at SKYLINE DR D229, H.C.; that I am over the age of eighteen (18)
ye [redacted]

Signature of Applicant Date

M. Hiest 10/01/19

Subscribed and sworn to (affirmed) before me this 1st day of October 2019

Margaret Saenz
Notary's Signature My Commission Expires (Seal)



IN OCTOBER 2015, I MOVED HERE. WHEN MY GROWN CHILDREN VISITED TWO MONTHS LATER I WAS EMBARRASSED WHEN MY SON POINTED AT THE FLASHING RED LIGHT ON ALEJANDRES' AND ASKED, 'IS THIS THE RED LIGHT DISTRICT?'

I BEGAN ATTENDING COUNCIL MEETINGS, AND I SOON JOINED FRIENDS OF THE LIBRARY.

NOT IMPRESSED BY THE EXISTING COUNCIL, I JOINED FRIENDS OF HUACHUCA CITY. I HOPED THIS SMALL GRASSROOTS GROUP WOULD HAVE A POSITIVE IMPACT ON MY COMMUNITY. I QUICKLY VOLUNTEERED TO BE A YARD JUDGE FOR LOWER HUACHUCA CITY AND HAVE DONE THIS THROUGH THIS SEPTEMBER. I'M SORRY TO SEE THE END OF THIS GROUP.

TOWN OF HUACHUCA CITY
APPLICATION FOR TOWN COUNCIL VACANCY
RESUME AND AFFIDAVIT

Submit application by: October 15th, 2019 – 5:00pm Submit application to: Town Clerk's Office 500 N. Gonzales Blvd., Huachuca City, AZ 85616

Dear Members of Town Council:

I would respectfully request that you give, (my name) E. Sean Post consideration in making the appointment to fill the Council seat vacated by Walter Welsch, the term of which expires in November of 2020. The following facts are submitted for your consideration (if necessary, applicant may attach additional pages):

I. Previous Employment or Business Ownership: Employer Job Title Dates

Retired	2016	
City Property Management		2006 - 2016
community manager		

II. Civic Participation: Clubs/Organization Office Held Dates

Huachuca City	P&Z Board	2019
Ells Club	Treasurer	2018 - 2019
Hoa Board member		2011 - 2017

III. Please answer the questions below:

A. What are your interests or concerns relating to the Town of Huachuca City?

want to help the city grow.

B. Describe your leadership style.

I am not a lamb - but not a lion either. I like to gather facts & do my homework.

C. Explain your understanding of the role of a Council Member.

I am really not sure -- but would really like to find out.

D. How would you characterize your communication style, both formal and informal?

I have had lots of experience
with minutes, agendas, bookkeeping,
open meeting Rules & Regs.
I'm available.

E. Tell us about your volunteer activities and community involvement.

Member P&Z for Huachuca City
member of Elk Club 50+ years
Board of Directors on many HOA's

F. Describe any initiatives you would like to institute.

Not sure at all - yet!

G. Describe any additional areas of expertise or experiences/project involvement you have/had that are relevant to this office.

Years of Real Estate background
knowledge to include management
of huge HOA developments.

H. If there was one issue you could address to make a positive difference for our citizens and visitors, what would it be?

Be friendly & stay knowledgeable
About Citizens concerns

IV. Other Information:

E. Sean Post
Name of Applicant (printed) Telephone Number



E. Sean Post
Signature of Applicant Email Address



State of Arizona

County of Cochise

I, E. Sean Post being first duly sworn, upon my oath and say:
I do hereby certify that I am a qualified elector of the Town of Huachuca City, Arizona, and presently
hold no other public office for which I receive compensation; that I have resided within the Town

at _____
years.

Puma St
Decidua City, G

; that I am over the age of eighteen (18)

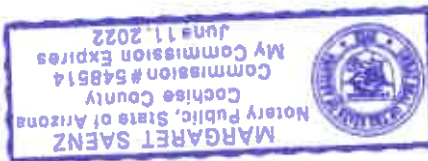
Signature of Applicant Date

October 29, 2019

Subscribed and sworn to (affirmed) before me this 29th day of October 2019

Margaret S

Notary's Signature My Commission Expires (Seal)





October-19

TOWN OF HUACHUCA CITY
CASH ACCOUNTS

TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

GENERAL FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>TAXES</u>						
10-31-100	AUTO LIEU TAX	7,061.16	30,664.16	89,655.00	58,990.82	34.2
10-31-200	REAL PROPERTY TAXES	305.30	6,555.65	94,900.00	68,344.35	6.9
10-31-240	FRANCHISE TAXES	1,391.40	4,376.70	17,250.00	12,873.30	25.4
10-31-260	CITY SALES TAXES	8,357.82	102,276.22	214,727.00	112,460.78	47.8
10-31-262	USE TAX PURCHASES	.00	.00	25,000.00	25,000.00	.0
10-31-264	USE TAX INVENTORY	.00	.00	25,000.00	25,000.00	.0
10-31-260	STATE SALES TAXES	14,600.82	55,130.57	172,379.00	117,248.43	32.0
	TOTAL TAXES	32,716.30	199,003.32	638,911.00	439,907.66	31.2
<u>LICENSES AND PERMITS</u>						
10-32-100	BUILDING PERMITS	1,797.90	3,347.40	30,093.00	26,745.60	11.1
10-32-110	BUSINESS LICENSES	8.00	686.00	12,042.00	11,356.00	5.7
10-32-120	P&Z FEES	.00	210.00	1,305.00	1,095.00	16.1
	TOTAL LICENSES AND PERMITS	1,805.90	4,243.40	43,440.00	39,196.60	9.8
<u>INTERGOVERNMENTAL REVENUE</u>						
10-33-100	STATE REVENUE SHARING	16,729.05	74,916.20	224,331.00	149,414.80	33.4
	TOTAL INTERGOVERNMENTAL REVENUE	16,729.05	74,916.20	224,331.00	149,414.80	33.4
<u>CHARGES FOR SERVICE</u>						
10-34-100	ZONING FEES	.00	653.52	250.00	403.52	261.4
10-34-131	POLICE PROTECTION EQUIPMENT	.16	16.29	100.00	83.71	16.3
10-34-132	POST TRAINING REIMBURSEMENTS	.00	.00	100.00	100.00	.0
10-34-140	AUCTION PROCEEDS	(84,197.00)	39,640.38	50,000.00	10,359.64	79.3
10-34-150	ANIMAL SHELTER REIMBURSEMENT	.00	.00	100.00	100.00	.0
10-34-180	KENNEL FEES	100.00	181.00	1,000.00	819.00	18.1
10-34-170	ADMIN GARBAGE FEES	3,657.07	3,657.07	19,350.00	15,692.93	18.9
10-34-530	CITY BUS FEES/DONATIONS	.00	.00	2,000.00	2,000.00	.0
	TOTAL CHARGES FOR SERVICE	(80,439.78)	44,148.24	72,900.00	28,751.76	60.6
<u>FINES</u>						
10-35-100	POLICE FINES	10,970.45	43,192.86	103,000.00	69,807.14	41.9
10-35-110	IMPOUND FEES	315.00	1,365.00	2,700.00	1,335.00	50.6
10-35-112	TOWING FEES	286.00	817.00	2,100.00	1,283.00	38.9
10-35-120	LIBRARY FEES & FINES	462.75	963.89	3,200.00	2,236.11	30.1
	TOTAL FINES	12,034.20	46,338.75	111,000.00	64,681.25	41.8

TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
MISCELLANEOUS REVENUE					
10-36-100 INTEREST	4.08	12,431.75	40,633.00	28,201.25	30.6
10-36-200 UNREALIZED GAIN	.00	5,500.88	2,000.00	(3,500.88)	275.0
10-36-455 DONATIONS	980.25	1,168.25	100.00	(1,068.25)	1168.3
10-36-500 PARKS & REC REVENUE & FEES	.00	33.00	2,400.00	2,367.00	1.4
10-36-515 YOUTH SPONSERSHIP REVENUE	.00	.00	3,600.00	3,600.00	.0
10-36-900 MISCELLANEOUS	164.36	2,147.27	.00	(2,147.27)	.0
10-36-902 WORKERS' COMP REIMBURSEMENTS	1,709.08	1,709.08	100.00	(1,809.08)	1709.1
10-36-903 DIESEL SALES (FIRE, SCHOOL)	1,008.97	3,592.77	22,000.00	18,407.23	16.3
10-36-904 WILDLAND REVENUE	.00	.00	2,500.00	2,500.00	.0
10-36-907 INSURANCE CLAIMS	.00	.00	100.00	100.00	.0
10-36-908 EMPLOYEE INSURANCE CONTRIBUTIO	1,340.02	4,045.06	25,000.00	20,954.94	16.2
10-36-910 LANDFILL LAND LEASE	58,579.58	234,318.32	702,955.00	468,636.68	33.3
10-36-950 RICO REVENUE(ASSET FORFEITURE)	.00	.00	8,400.00	8,400.00	.0
10-36-986 BUILDING LEASE RENT	.00	.00	15,000.00	15,000.00	.0
10-36-971 TOWER LEASE	.00	.00	62,984.00	62,984.00	.0
10-36-980 INSURANCE DIVIDEND	.00	.00	29,000.00	29,000.00	.0
10-36-990 MUFFIN MONSTER REPAYMENT	3,500.00	3,500.00	3,500.00	.00	100.0
10-36-999 DAILY CASH REC OVER/SHORT ACCT	.00	40.00	10.00	(30.00)	400.0
TOTAL MISCELLANEOUS REVENUE	67,266.33	288,486.36	920,262.00	651,775.82	29.2
TOWN GRANTS					
10-37-185 DONATIONS - ANIMAL SHELTER	500.00	500.00	5,000.00	4,500.00	10.0
10-37-186 ANIMAL SHELTER GRANTS	.00	.00	150,000.00	150,000.00	.0
10-37-456 DONATIONS - LIBRARY	470.00	1,100.00	3,000.00	1,800.00	36.7
10-37-457 LIBRARY GRANT	.00	.00	100,000.00	100,000.00	.0
10-37-458 SENIOR CENTER GRANT	39.75	39.75	25,000.00	24,960.25	.2
10-37-467 POLICE DONATIONS	.00	.00	5,000.00	5,000.00	.0
10-37-480 SUMMER SPLASH GRANT	.00	8,283.85	5,000.00	(1,283.85)	125.3
10-37-906 GRANTS - POLICE AZDOHS	.00	.00	120,426.00	120,426.00	.0
10-37-908 GRANTS - IT	.00	.00	15,000.00	15,000.00	.0
10-37-909 BUILDING REGULATION GRANT	.00	.00	10,000.00	10,000.00	.0
10-37-911 GRANTS - POLICE AZGOHS	.00	.00	120,426.00	120,426.00	.0
10-37-913 USDA EQUIPMENT GRANT	.00	.00	60,000.00	60,000.00	.0
10-37-919 CITY BUS GRANT	.00	.00	75,000.00	75,000.00	.0
10-37-920 GENERAL ADMIN GRANT	27,000.00	27,000.00	225,000.00	198,000.00	12.0
10-37-921 POLICE GRANT	.00	.00	25,000.00	25,000.00	.0
10-37-925 MISC GRANTS	.00	.00	25,000.00	25,000.00	.0
10-37-983 E-RATE	.00	2,383.14	150,000.00	147,606.86	1.6
10-37-985 SCBA GRANT	.00	.00	200,000.00	200,000.00	.0
10-37-986 SEWER POND PROJECT	.00	.00	2,000,000.00	2,000,000.00	.0
TOTAL TOWN GRANTS	28,009.75	37,296.64	3,318,852.00	3,281,555.46	1.1
TOTAL FUND REVENUE	80,123.75	674,432.83	5,329,696.00	4,655,263.17	12.7

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
COUNCIL					
10-42-100 PERSONNEL SERVICES	900.00	3,150.00	10,800.00	7,650.00	29.2
10-42-130 EMPLOYEE BENEFITS	74.09	259.32	930.00	670.68	27.9
10-42-220 ATTORNEY FEES	2,250.00	14,950.00	40,000.00	25,050.00	37.4
10-42-250 ADVERTISING	76.32	76.32	1,500.00	1,423.68	5.1
10-42-290 OFFICE SUPPLIES	5.10	38.87	200.00	161.13	19.4
10-42-530 COMMUNITY RELATIONS	545.43	595.43	100.00	(495.43)	595.4
10-42-640 MEMBERSHIP LEAGUE	.00	.00	5,720.00	5,720.00	.0
10-42-880 TRAVEL AND TRAINING	.00	1,158.72	1,300.00	141.28	89.1
10-42-870 BLDG LEASE PAYMENT	.00	4,955.00	18,000.00	13,045.00	27.6
TOTAL COUNCIL	3,850.94	25,183.66	78,550.00	53,366.34	32.1
GENERAL ADMINISTRATION					
10-43-100 PERSONNEL SERVICES	10,794.40	41,074.51	156,370.00	115,295.49	26.3
10-43-102 NEW HIRE	.00	.00	150.00	150.00	.0
10-43-130 EMPLOYEE BENEFITS	3,999.57	13,742.12	57,083.00	43,320.88	24.1
10-43-250 ADVERTISING	.00	585.33	4,000.00	3,414.67	14.8
10-43-271 TELEPHONE	668.90	2,885.74	8,600.00	5,634.28	31.0
10-43-280 INSURANCE	30.80	15,624.47	48,891.00	33,266.53	32.0
10-43-290 OFFICE SUPPLIES	.00	862.76	8,000.00	5,137.24	14.4
10-43-300 PRINTING	542.23	542.23	250.00	(292.23)	216.9
10-43-340 UTILITIES	472.98	2,189.79	7,956.00	5,766.21	27.5
10-43-360 CONTRACT LABOR	69.35	218.96	1,700.00	1,481.04	12.9
10-43-440 POSTAGE	378.37	764.75	3,500.00	2,735.25	21.9
10-43-470 VEHICLE EXPENSE	.00	48.05	800.00	551.95	8.0
10-43-475 FUEL EXPENSE	.00	69.77	800.00	530.23	11.6
10-43-480 COMPUTER EXPENSE	801.95	3,207.60	3,156.00	(51.60)	101.6
10-43-500 BUILDING MAINTENANCE	132.00	792.63	3,210.00	2,417.37	24.7
10-43-610 EQUIPMENT MAINTENANCE	.00	23.57	500.00	476.43	4.7
10-43-640 MEMBERSHIP	.00	1,275.00	1,500.00	225.00	85.0
10-43-650 AUDIT	11,625.00	21,046.36	35,750.00	14,704.64	58.9
10-43-660 TRAVEL AND TRAINING	.00	1,144.38	4,000.00	2,855.62	28.6
10-43-690 ELECTION SUPPLIES	.00	.00	100.00	100.00	.0
10-43-703 CODIFYING/DIGITIZING	288.35	413.10	2,100.00	1,686.90	19.7
10-43-705 CAPITAL LEASE EXPENSE	989.41	3,314.49	7,000.00	3,685.51	47.4
10-43-840 CAPITAL OUTLAY - EQUIPMENT	.00	.00	100.00	100.00	.0
10-43-850 HURF REPAYMENT	.00	.00	17,550.00	17,550.00	.0
TOTAL GENERAL ADMINISTRATION	30,803.39	109,604.81	370,846.00	281,041.19	29.6

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
MAGISTRATE					
10-45-100 PERSONNEL SERVICES	1,816.00	7,322.50	12,867.00	5,534.50	57.0
10-45-105 OVERTIME	.00	.00	500.00	500.00	.0
10-45-120 PROSECUTION FEES	383.00	1,888.50	6,900.00	4,911.50	25.6
10-45-130 EMPLOYEE BENEFITS	525.87	2,781.19	4,801.00	1,819.81	80.5
10-45-221 COURT APPT ATTORNEYS	.00	.00	9,200.00	9,200.00	.0
10-45-250 CONTRACT LABOR-PRO TEM	.00	525.00	1,000.00	475.00	52.5
10-45-280 OFFICE SUPPLIES	.00	9.00	460.00	441.00	2.0
10-45-380 CONTRACT LABOR-JUDGE	800.00	2,400.00	10,000.00	7,600.00	24.0
10-45-381 CONTRACT LABOR - SECURITY	138.00	680.00	1,700.00	1,040.00	38.8
10-45-480 COMPUTER EXPENSE	.00	1,125.00	2,500.00	1,375.00	45.0
10-45-680 TRAVEL/TRAINING	425.56	1,239.89	500.00	(739.89)	247.9
10-45-810 JAIL FEES	.00	2,226.42	4,500.00	2,273.58	49.6
TOTAL MAGISTRATE	3,768.23	19,977.30	54,408.00	34,430.70	38.7
IT					
10-48-101 CONTRACT LABOR	1,987.50	7,870.00	23,725.00	15,855.00	33.2
10-48-210 SUBSCRIPTIONS	10,089.78	11,432.90	13,040.00	1,607.10	87.7
10-48-275 CELL PHONE	1,582.81	8,463.42	19,680.00	13,216.58	32.8
10-48-804 SOFTWARE LICENSING	.00	.00	100.00	100.00	.0
10-48-840 CAPITAL OUTLAY	.00	.00	7,750.00	7,750.00	.0
TOTAL IT	13,659.89	25,766.32	64,295.00	38,528.68	40.1

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
POLICE					
10-51-100 PERSONNEL SERVICES	25,073.78	98,547.98	310,822.00	214,274.04	31.1
10-51-102 NEW HIRE	.00	343.50	.00	(343.50)	.0
10-51-105 OVERTIME	112.14	1,248.58	4,000.00	2,751.42	31.2
10-51-107 STAND BY	.00	342.50	.00	(342.50)	.0
10-51-110 UNIFORM EXPENSE	300.00	1,160.00	3,000.00	1,860.00	38.3
10-51-130 EMPLOYEE BENEFITS	6,987.43	27,895.77	203,320.00	175,824.23	13.8
10-51-135 PUBLIC SAFETY RETIREMENT	4,005.12	16,085.85	.00	(16,085.85)	.0
10-51-221 PSRS BOARD ATTORNEY	.00	.00	100.00	100.00	.0
10-51-222 SEACOM/CCSO CONTRACT	20,487.50	40,975.00	81,950.00	40,975.00	50.0
10-51-230 PROFESSIONAL SERVICES	.00	1,388.90	3,500.00	2,131.10	39.1
10-51-240 PROSECUTION FEES	383.00	1,888.50	6,800.00	4,911.50	25.6
10-51-271 TELEPHONE	333.47	1,394.08	4,900.00	3,505.92	28.5
10-51-280 OFFICE SUPPLIES	226.70	389.89	300.00	(69.89)	123.2
10-51-295 PRINTING EXPENSE	.00	.00	200.00	200.00	.0
10-51-340 UTILITIES	413.48	1,948.90	7,958.00	6,007.10	24.5
10-51-360 CONTRACT LABOR	89.34	218.98	.00	(218.98)	.0
10-51-365 SHREDDING SERVICES	.00	184.45	.00	(184.45)	.0
10-51-460 MAINTENANCE AND SUPPLIES	3,481.58	8,539.21	3,500.00	(5,039.21)	244.0
10-51-466 WEAPONS AND AMMUNITION	.00	.00	500.00	500.00	.0
10-51-470 VEHICLE EXPENSE	686.72	4,433.47	6,000.00	1,566.53	73.9
10-51-475 POLICE FUEL EXPENSE	1,076.20	4,144.18	12,000.00	7,855.82	34.5
10-51-480 COMPUTER EXPENSE	.00	.00	1,800.00	1,800.00	.0
10-51-505 POLICE VEHICLE IMPOUND FEE	84.00	1,316.57	2,000.00	683.43	65.8
10-51-510 IMPOUND ADMIN	(450.00)	(1,200.00)	.00	1,200.00	.0
10-51-620 EQUIP REPAIR AND MAINTENANCE	225.36	583.26	4,900.00	4,316.74	11.9
10-51-640 MEMBERSHIP	.00	.00	200.00	200.00	.0
10-51-660 TRAVEL AND TRAINING	150.00	5,378.00	8,850.00	3,472.00	60.8
10-51-665 COMMUNITY RELATIONS	.00	.00	100.00	100.00	.0
10-51-705 CAPITAL LEASE	213.18	926.35	2,800.00	1,873.65	33.1
10-51-840 POLICE CAPITAL OUTLAY	.00	.00	2,900.00	2,900.00	.0
10-51-841 VEHICLE LEASE	.00	.00	8,000.00	8,000.00	.0
10-51-850 NEW EQUIPMENT	.00	82.12	.00	(82.12)	.0
10-51-856 BODY WORN CAMERA PROGRAM	.00	.00	4,100.00	4,100.00	.0
10-51-857 ASSET FORFEITURE EXPENSES	.00	.00	500.00	500.00	.0
TOTAL POLICE	63,789.02	215,765.80	684,598.00	468,832.20	31.5

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

GENERAL FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>ANIMAL SHELTER</u>					
10-52-100 PERSONNEL SERVICES	1,485.00	6,899.75	12,480.00	5,580.25	55.3
10-52-110 ANIMAL SHELTER UNIFORMS	48.89	48.89	300.00	251.11	16.2
10-52-130 EMPLOYEE BENEFITS	208.05	972.60	1,900.00	927.40	51.2
10-52-290 OFFICE SUPPLIES	.00	26.30	.00	(26.30)	.0
10-52-310 INSURANCE	.00	111.89	400.00	288.11	28.0
10-52-340 UTILITIES	.00	115.74	.00	(115.74)	.0
10-52-460 MAINTENANCE AND SUPPLIES	.00	101.79	.00	(101.79)	.0
10-52-483 MEDICE/VACCINE	171.98	171.98	12,500.00	12,328.02	1.4
10-52-484 ANIMAL LICENSE FEES	.00	.00	50.00	50.00	.0
10-52-485 HEALTH AND SAFETY	.00	.00	100.00	100.00	.0
10-52-487 SV CONTRACT PAYMENT	.00	1,785.00	2,450.00	665.00	72.9
10-52-470 VEHICLE MAINT	.00	304.51	500.00	195.49	80.9
10-52-475 FUEL EXPENSE	40.65	244.23	.00	(244.23)	.0
10-52-680 TRAVEL & TRAINING	.00	1,100.00	500.00	(600.00)	220.0
TOTAL ANIMAL SHELTER	1,954.37	11,882.48	31,180.00	19,297.52	38.1
<u>FIRE</u>					
10-53-340 UTILITIES	713.63	3,634.84	15,844.00	12,009.16	23.2
10-53-360 CONTRACTED PERSONNEL SERVICES	102,500.00	205,000.00	410,000.00	205,000.00	50.0
10-53-368 INSURANCE	.00	1,007.01	3,200.00	2,192.99	31.5
10-53-460 EQUIPMENT/TRUCK MAINTENANCE	.00	225.37	.00	(225.37)	.0
10-53-470 VEHICLE EXPENSE	225.37	225.37	.00	(225.37)	.0
TOTAL FIRE	103,439.00	210,092.59	428,844.00	218,751.41	49.0
<u>BUILDING REGULATION</u>					
10-54-380 CONTRACT LABOR	4,300.00	17,150.00	57,000.00	39,850.00	30.1
10-54-760 BLDG REGULATION SUPPLIES	.00	.00	600.00	600.00	.0
10-54-801 ABATEMENT	.00	.00	2,000.00	2,000.00	.0
TOTAL BUILDING REGULATION	4,300.00	17,150.00	59,600.00	42,450.00	28.8

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
PUBLIC WORKS					
10-57-100 PERSONNEL SERVICES	932.63	4,119.00	14,441.00	10,322.00	28.5
10-57-105 OVERTIME	32.93	277.71	250.00	(27.71)	111.1
10-57-107 STAND BY	.00	134.00	.00	(134.00)	.0
10-57-110 UNIFORM EXPENSE	99.50	434.32	5,000.00	4,565.68	8.7
10-57-130 EMPLOYEE BENEFITS	322.05	1,555.43	9,782.00	8,206.57	15.9
10-57-280 INSURANCE	.00	492.32	1,555.00	1,062.68	31.7
10-57-340 UTILITIES	2,550.91	10,231.96	25,000.00	14,768.04	40.9
10-57-380 CONTRACT LABOR	277.38	875.84	1,000.00	124.16	87.6
10-57-480 MAINTENANCE AND SUPPLIES	408.85	1,402.87	1,715.00	312.13	81.8
10-57-475 FUEL EXPENSE	126.50	587.85	1,000.00	412.15	58.8
10-57-810 EQUIPMENT MAINTENANCE	3,590.39	6,284.71	4,000.00	(2,284.71)	167.1
TOTAL PUBLIC WORKS	8,341.14	28,396.01	83,723.00	37,326.99	41.4
CITY POOL					
10-58-100 PERSONNEL SERVICES	.00	5,518.25	11,385.00	5,866.75	48.5
10-58-130 EMPLOYEE BENEFITS	.00	834.88	1,300.00	465.12	84.2
10-58-270 PHONE	.00	.00	100.00	100.00	.0
10-58-340 UTILITIES	458.25	2,085.58	6,100.00	4,014.42	34.2
10-58-480 MAINTENANCE AND SUPPLIES	467.70	1,285.03	2,800.00	1,314.97	49.4
10-58-880 CERTIFYING	.00	.00	300.00	300.00	.0
TOTAL CITY POOL	925.95	9,721.74	21,785.00	12,083.26	44.6
SUMMER SPLASH					
10-59-100 PERSONNEL SERVICES	.00	2,105.50	4,500.00	2,394.50	48.8
10-59-102 NEW HIRE	.00	60.00	.00	(60.00)	.0
10-59-130 EMPLOYEE BENEFITS	.00	215.69	250.00	34.31	88.3
10-59-480 SUPPLIES	.00	.00	250.00	250.00	.0
TOTAL SUMMER SPLASH	.00	2,381.19	5,000.00	2,618.81	47.6
PARKS & RECREATION					
10-60-480 MAINTENANCE AND SUPPLIES	.00	483.27	2,000.00	1,516.73	23.2
10-60-530 COMMUNITY RELATIONS/JULY 4TH	.00	.00	8,000.00	8,000.00	.0
10-60-704 SPECIAL ACTIVITIES	.00	484.81	800.00	315.19	60.6
TOTAL PARKS & RECREATION	.00	968.08	10,800.00	9,851.92	8.8

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
LIBRARY AND COMMUNITY SERVICES					
10-82-100 PERSONNEL SERVICES	8,184.28	25,454.99	89,152.00	63,697.01	28.6
10-82-102 NEW HIRE	.00	30.00	.00	(30.00)	.0
10-82-130 EMPLOYEE BENEFITS	708.67	2,819.11	9,788.00	6,968.89	28.8
10-82-271 TELEPHONE	175.40	677.92	2,100.00	1,422.08	32.3
10-82-280 INSURANCE	.00	111.89	400.00	288.11	28.0
10-82-290 OFFICE SUPPLIES	.00	330.98	1,500.00	1,169.02	22.1
10-82-340 UTILITIES	770.28	3,387.92	10,800.00	7,232.08	31.8
10-82-386 INMATE/JANITORIAL	138.89	457.92	1,300.00	842.08	35.2
10-82-480 MAINTENANCE AND SUPPLIES	.00	453.81	750.00	296.19	60.6
10-82-476 FUEL	.00	.00	80.00	80.00	.0
10-82-480 COMPUTER EXPENSE	.00	.00	2,685.00	2,685.00	.0
10-82-481 INTERNET	.00	437.87	4,000.00	3,562.13	11.0
10-82-820 VEHICLE REPAIR & MAINT	.00	.00	400.00	400.00	.0
10-82-640 MEMBERSHIP	.00	.00	100.00	100.00	.0
10-82-880 TRAVEL AND TRAINING	.00	444.72	730.00	285.28	60.9
10-82-703 COMMUNITY RELATIONS	.00	297.00	100.00	(197.00)	297.0
10-82-705 CAPITAL OUTLAY	793.15	1,901.24	3,700.00	1,798.76	51.4
TOTAL LIBRARY AND COMMUNITY SERVICES	8,770.37	36,785.37	127,365.00	90,579.63	28.9
CITY BUS					
10-85-280 INSURANCE	.00	201.40	700.00	498.60	28.8
10-85-482 BUS STOP CONSTRUCTION	.00	.00	2,000.00	2,000.00	.0
TOTAL CITY BUS	.00	201.40	2,700.00	2,498.60	7.5
SENIOR CENTER					
10-88-290 SUPPLIES	448.58	1,550.78	2,000.00	449.22	77.5
10-88-340 UTILITIES	347.14	1,530.81	4,800.00	3,269.39	31.9
10-88-482 PEST CONTROL	.00	.00	550.00	550.00	.0
TOTAL SENIOR CENTER	793.72	3,081.39	7,350.00	4,268.61	41.9

**TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

GENERAL FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
TOWN GRANTS					
10-89-800 SHELTER DONATIONS EXP	.00	.00	5,000.00	5,000.00	.0
10-89-801 ANIMAL SHELTER GRANT EXP	.00	.00	150,000.00	150,000.00	.0
10-89-802 LIBRARY DONATIONS EXP	.00	5,589.05	3,000.00	(2,589.05)	186.3
10-89-803 IT GRANT EXP	.00	.00	15,000.00	15,000.00	.0
10-89-804 MISC EXP	.00	.00	225,000.00	225,000.00	.0
10-89-805 BUILDING REGULATION EXP	.00	.00	10,000.00	10,000.00	.0
10-89-806 LIBRARY GRANTS EXP	1,238.19	1,283.62	100,000.00	98,716.38	1.3
10-89-807 SENIOR CENTER GRANT EXP	.00	.00	25,000.00	25,000.00	.0
10-89-808 SUMMER SPLASH GRANT EXP	.00	.00	5,000.00	5,000.00	.0
10-89-809 EDA GRANTS EXP	.00	.00	25,000.00	25,000.00	.0
10-89-810 E-RATE EXP	1,493.49	6,999.32	150,000.00	143,000.68	4.7
10-89-845 POLICE GRANT EXP	.00	.00	30,000.00	30,000.00	.0
10-89-846 AZDOHS GRANT EXPENDITURES	.00	.00	120,428.00	120,428.00	.0
10-89-847 AZGOHS GRANT EXPENDITURES	.00	.00	120,428.00	120,428.00	.0
10-89-849 BUS LINE EXP	.00	.00	75,000.00	75,000.00	.0
10-89-850 SCBA GRANT EXP	.00	.00	200,000.00	200,000.00	.0
10-89-851 USDA EQUIPMENT GRANT	.00	.00	60,000.00	60,000.00	.0
10-89-854 WIFA LOAN	.00	.00	2,000,000.00	2,000,000.00	.0
TOTAL TOWN GRANTS	2,731.68	13,871.99	3,318,852.00	3,304,980.01	.4
TOTAL FUND EXPENDITURES	247,127.70	728,810.13	5,329,596.00	4,600,885.87	13.7
NET REVENUE OVER EXPENDITURES	(167,003.95)	(54,377.30)	.00	54,377.30	.0

**TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

POLICE - DHS GRANT - BP OT

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>REVENUE</u>					
12-30-800 DHS GRANT BP O/T	1,170.35	4,073.19	135,000.00	130,926.81	3.0
TOTAL REVENUE	1,170.35	4,073.19	135,000.00	130,926.81	3.0
TOTAL FUND REVENUE	1,170.35	4,073.19	135,000.00	130,926.81	3.0

**TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

POLICE - DHS GRANT - BP OT

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>EXPENDITURES</u>					
12-40-130 EMPLOYEE BENEFITS	802.19	1,795.57	135,000.00	133,204.43	1.3
12-40-131 DUI TASK FORCE OVER TIME	.00	1,191.49	.00	(1,191.49)	.0
12-40-135 PUBLIC SAFETY RETIREMENT	555.46	1,758.01	.00	(1,758.01)	.0
12-40-840 AUTHORIZED EXPENDITURES	2,551.19	6,988.59	.00	(6,988.59)	.0
TOTAL EXPENDITURES	3,709.84	11,613.66	135,000.00	123,386.34	8.6
TOTAL FUND EXPENDITURES	3,709.84	11,613.66	135,000.00	123,386.34	8.6
NET REVENUE OVER EXPENDITURES	(2,539.49)	(7,640.47)	.00	7,640.47	.0

**TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

FIRE TRUCK FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>REVENUE</u>					
14-30-800 GRANT REVENUE	.00	.00	200,000.00	200,000.00	.0
TOTAL REVENUE	.00	.00	200,000.00	200,000.00	.0
TOTAL FUND REVENUE	.00	.00	200,000.00	200,000.00	.0

**TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

FIRE TRUCK FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>EXPENDITURES</u>					
14-40-850 AUTHORIZED EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>200,000.00</u>	<u>200,000.00</u>	<u>.0</u>
TOTAL EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>200,000.00</u>	<u>200,000.00</u>	<u>.0</u>
TOTAL FUND EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>200,000.00</u>	<u>200,000.00</u>	<u>.0</u>
NET REVENUE OVER EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>

**TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

		TRUST FUND				
		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
REVENUE						
20-30-200	FINES AND BAILS	14,942.14	64,987.81	173,951.00	108,983.19	37.4
20-30-300	BONDS	.00	.00	100.00	100.00	.0
20-30-400	RESTITUTION	.00	.00	100.00	100.00	.0
20-30-500	JCEF	.00	.00	100.00	100.00	.0
TOTAL REVENUE		<u>14,942.14</u>	<u>64,987.81</u>	<u>173,951.00</u>	<u>108,983.19</u>	<u>37.4</u>
TOTAL FUND REVENUE		<u>14,942.14</u>	<u>64,987.81</u>	<u>173,951.00</u>	<u>108,983.19</u>	<u>37.4</u>

**TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

		TRUST FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
EXPENDITURES						
20-40-200	FINES AND BAILS	16,496.72	67,311.22	173,751.00	106,439.78	38.7
20-40-400	RESTITUTION	66.81	210.43	.00	(210.43)	.0
20-40-401	BOND	.00	.00	100.00	100.00	.0
20-40-500	JCEF	.00	.00	100.00	100.00	.0
TOTAL EXPENDITURES		16,563.53	67,521.65	173,951.00	106,429.35	38.8
TOTAL FUND EXPENDITURES		16,563.53	67,521.65	173,951.00	106,429.35	38.8
NET REVENUE OVER EXPENDITURES		(1,621.39)	(2,553.84)	.00	2,553.84	.0

TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

INVESTMENT TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>REVENUE</u>					
22-30-100	INTEREST REVENUE	.00	1.05	.00	(1.05)	.0
	TOTAL REVENUE	.00	1.05	.00	(1.05)	.0
	TOTAL FUND REVENUE	.00	1.05	.00	(1.05)	.0
	NET REVENUE OVER EXPENDITURES	.00	1.05	.00	(1.05)	.0

**TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

ROAD USER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>REVENUE</u>					
23-30-300 GAS TAX REVENUES - HURF	12,041.58	51,563.74	150,048.00	98,484.26	34.4
23-30-320 HURF REPAYMENT	.00	.00	17,055.00	17,055.00	.0
23-30-800 MISCELLANEOUS REVENUE	.00	.00	100.00	100.00	.0
TOTAL REVENUE	12,041.58	51,563.74	167,203.00	115,639.26	30.8
TOTAL FUND REVENUE	12,041.58	51,563.74	167,203.00	115,639.26	30.8

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

ROAD USER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
ROAD USERS ADMIN					
23-40-100 PERSONNEL SERVICES	.00	.00	45,868.00	45,868.00	.0
23-40-130 EMPLOYEE BENEFITS	.00	.00	24,558.00	24,558.00	.0
23-40-480 MAINTENANCE AND SUPPLIES	.00	131.79	6,000.00	5,868.21	2.2
23-40-470 VEHICLE EXPENSE	.00	.00	2,500.00	2,500.00	.0
23-40-475 FUEL	.00	.00	1,080.00	1,080.00	.0
23-40-490 ROAD REPAIR	.00	.00	58,472.00	58,472.00	.0
23-40-610 EQUIPMENT REPAIR	.00	.00	5,000.00	5,000.00	.0
23-40-831 CAPITAL OUTLAY	.00	.00	25,725.00	25,725.00	.0
TOTAL ROAD USERS ADMIN	.00	131.79	167,203.00	167,071.21	.1
TOTAL FUND EXPENDITURES	.00	131.79	167,203.00	167,071.21	.1
NET REVENUE OVER EXPENDITURES	12,041.58	51,431.95	.00	(51,431.95)	.0

TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

		FUND 28				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SOURCE 30</u>						
28-30-300	STATE HURF	.00	197,802.20	.00	(197,802.20)	.0
TOTAL SOURCE 30		.00	197,802.20	.00	(197,802.20)	.0
TOTAL FUND REVENUE		.00	197,802.20	.00	(197,802.20)	.0

**TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

		FUND 28				
		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
28-40-122	MISC. EXPENSE	4,987.00	4,987.00	.00	(4,987.00)	.0
	TOTAL DEPARTMENT 40	4,987.00	4,987.00	.00	(4,987.00)	.0
	TOTAL FUND EXPENDITURES	4,987.00	4,987.00	.00	(4,987.00)	.0
	NET REVENUE OVER EXPENDITURES	(4,987.00)	192,805.20	.00	(192,805.20)	.0

TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

WATER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
REVENUE					
51-30-100 INTEREST EARNINGS	.00	.00	250.00	250.00	.0
51-30-200 WATER SALES	30,519.75	134,786.24	248,553.00	111,766.76	54.7
51-30-202 RC: RECONNECT FEE	400.00	890.00	850.00	(40.00)	104.7
51-30-203 WTO: WATER TURN ON FEE	110.00	235.00	.00	(235.00)	.0
51-30-300 CONNECTION FEES	235.00	855.00	850.00	195.00	77.1
51-30-400 PENALTIES & FORFEITURES	1,534.72	3,866.36	12,000.00	8,133.64	32.2
51-30-900 MISCELLANEOUS	.00	30.00	250.00	220.00	12.0
TOTAL REVENUE	32,799.47	140,462.60	260,753.00	120,290.40	53.9
TOTAL FUND REVENUE	32,799.47	140,462.60	260,753.00	120,290.40	53.9

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

WATER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
WATER EXPENDITURES					
51-40-100 PERSONNEL SERVICES	4,198.85	18,535.53	64,985.00	46,449.47	28.5
51-40-105 OVERTIME	148.18	1,249.89	1,200.00	(49.89)	104.1
51-40-107 STAND BY TIME	.00	803.00	4,180.00	3,557.00	14.5
51-40-110 UNIFORM EXPENSE	99.48	415.65	2,400.00	1,984.35	17.3
51-40-130 EMPLOYEE BENEFITS	1,527.79	7,148.40	43,730.00	36,581.60	18.3
51-40-280 INSURANCE	.00	984.83	3,110.00	2,125.17	31.7
51-40-290 OFFICE SUPPLIES	.00	.00	200.00	200.00	.0
51-40-340 UTILITIES	4,216.72	16,843.15	43,200.00	26,356.85	38.5
51-40-360 CONTRACT LABOR	777.38	2,875.84	11,700.00	8,824.16	24.6
51-40-370 SALES TAX	4,919.58	13,907.24	12,700.00	(1,207.24)	108.5
51-40-440 POSTAGE	378.38	756.75	3,400.00	2,643.25	22.3
51-40-480 MAINTENANCE & SUPPLIES	1,444.82	6,891.88	20,000.00	13,108.12	33.5
51-40-470 VEHICLE EXPENSE	497.31	3,516.72	3,500.00	(16.72)	100.5
51-40-475 FUEL EXPENSE	1,385.67	4,558.18	8,000.00	3,441.82	57.0
51-40-480 COMPUTER EXPENSE	.00	.00	200.00	200.00	.0
51-40-510 WATER TESTS	180.00	2,055.00	12,400.00	10,345.00	18.6
51-40-610 EQUIPMENT MAINTENANCE	407.34	5,259.27	7,900.00	2,640.73	68.6
51-40-650 PROFESSIONAL SERVICES	3,081.25	4,300.00	8,938.00	4,638.00	48.1
51-40-660 TRAVEL	.00	.00	400.00	400.00	.0
51-40-840 WATER CAPITAL OUTLAY	.00	.00	100.00	100.00	.0
51-40-900 BAD DEBT EXPENSE	.00	.00	100.00	100.00	.0
51-40-950 WATER TRANSFER TO SAVINGS	.00	.00	8,430.00	8,430.00	.0
TOTAL WATER EXPENDITURES	23,280.75	89,500.91	280,753.00	171,252.09	34.3
TOTAL FUND EXPENDITURES	23,280.75	89,500.91	280,753.00	171,252.09	34.3
NET REVENUE OVER EXPENDITURES	9,538.72	50,981.89	.00	(50,981.89)	.0

**TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

		SEWER FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
REVENUE						
52-30-100	INTEREST EARNINGS	.00	.00	500.00	500.00	.0
52-30-200	SEWER SERVICES	20,088.17	86,335.59	218,348.00	130,510.41	39.8
52-30-300	CONNECTION FEES	.00	.00	1,000.00	1,000.00	.0
TOTAL REVENUE		20,088.17	86,335.59	218,348.00	132,010.41	39.5
TOTAL FUND REVENUE		20,088.17	86,335.59	218,348.00	132,010.41	39.5

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
SEWER EXPENDITURES					
52-40-100 PERSONNEL SERVICES	4,198.81	18,535.42	64,985.00	46,449.58	28.5
52-40-105 OVERTIME	148.17	1,249.67	1,000.00	(249.67)	125.0
52-40-107 STAND BY TIME	.00	803.00	4,160.00	3,557.00	14.5
52-40-110 UNIFORM EXPENSE	99.49	416.71	2,400.00	1,984.29	17.3
52-40-130 EMPLOYEE BENEFITS	1,488.43	7,106.79	43,730.00	36,623.21	16.3
52-40-280 INSURANCE	.00	984.83	3,110.00	2,125.37	31.7
52-40-340 UTILITIES	427.68	1,582.98	7,100.00	5,517.02	22.3
52-40-380 CONTRACT LABOR	677.38	8,975.84	18,000.00	9,024.16	49.9
52-40-440 POSTAGE	378.38	758.76	.00	(758.76)	.0
52-40-480 MAINTENANCE AND SUPPLIES	127.91	5,499.07	10,000.00	4,500.93	55.0
52-40-470 VEHICLE EXPENSE	.00	464.91	3,000.00	2,535.09	15.5
52-40-475 FUEL	1,385.67	4,658.18	8,000.00	3,441.82	67.0
52-40-480 COMPUTER EXPENSE	.00	.00	200.00	200.00	.0
52-40-518 ADEQ FEES	.00	2,500.00	1,000.00	(1,500.00)	250.0
52-40-610 EQUIPMENT MAINTENANCE	418.99	1,130.09	8,000.00	4,869.91	18.8
52-40-630 SEWER CHEMICALS	.00	.00	800.00	800.00	.0
52-40-660 PROFESSIONAL SERVICES	2,908.25	4,125.00	8,938.00	4,813.00	45.2
52-40-702 SEWAGE POND COMPLIANCE	97.60	1,412.60	5,000.00	3,587.50	28.3
52-40-900 BAD DEBT EXPENSE	.00	.00	100.00	100.00	.0
52-40-925 MUFFIN MONSTER PAYMENT	3,500.00	3,500.00	3,500.00	.00	100.0
52-40-950 PAYMENT ON WIFA LOAN	.00	.00	25,000.00	25,000.00	.0
52-40-980 TRANSFER TO SAVINGS	.00	.00	2,323.00	2,323.00	.0
TOTAL SEWER EXPENDITURES	15,850.88	63,400.55	218,346.00	154,945.45	29.0
TOTAL FUND EXPENDITURES	15,850.88	63,400.55	218,346.00	154,945.45	29.0
NET REVENUE OVER EXPENDITURES	4,235.51	22,935.04	.00	(22,935.04)	.0

**TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

GARBAGE FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>REVENUE</u>					
54-30-100 INTEREST EARNINGS	.00	.00	750.00	750.00	.0
54-30-200 SALES RECEIPTS	11,544.44	46,376.76	144,250.00	97,873.24	32.2
TOTAL REVENUE	11,544.44	46,376.76	145,000.00	98,623.24	32.0
 TOTAL FUND REVENUE	 11,544.44	 46,376.76	 145,000.00	 98,623.24	 32.0

**TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

GARBAGE FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>GARBAGE EXPENDITURES</u>					
64-40-380 CONTRACT LABOR	10,593.32	42,891.69	122,000.00	79,308.31	35.0
64-40-450 EQUIPMENT/SUPPLIES	.00	.00	1,750.00	1,750.00	.0
64-40-821 TOWN TRASH SERVICE	.00	28.00	1,900.00	1,872.00	1.5
64-40-850 ADMIN FEES TRANSFER TO GF	3,657.07	3,657.07	19,350.00	15,692.93	18.9
TOTAL GARBAGE EXPENDITURES	14,250.39	46,376.76	145,000.00	96,623.24	32.0
TOTAL FUND EXPENDITURES	14,250.39	46,376.76	145,000.00	96,623.24	32.0
NET REVENUE OVER EXPENDITURES	(2,705.95)	.00	.00	.00	.0

TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

LANDFILL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>REVENUE</u>					
55-30-100	INTEREST EARNINGS	.00	.00	500.00	500.00	.0
55-30-200	SALES - LANDFILL	113,966.28	414,371.81	1,257,258.00	842,889.19	33.0
55-30-201	LATE PENALTIES	.00	.00	1,000.00	1,000.00	.0
55-30-205	MISC.REVENUE	.00	.00	2,500.00	2,500.00	.0
55-30-210	TIPPING FEES	12,878.44	47,783.44	136,800.00	87,816.56	35.2
	TOTAL REVENUE	126,845.72	462,155.25	1,396,858.00	934,702.75	33.1
	<u>SOURCE 36</u>					
55-36-400	SALE OF FIXED ASSETS	102,375.00	102,375.00	155,000.00	52,625.00	66.1
55-36-405	RECYCLE	.00	.00	8,000.00	8,000.00	.0
	TOTAL SOURCE 36	102,375.00	102,375.00	161,000.00	58,625.00	63.6
	TOTAL FUND REVENUE	229,020.72	564,530.25	1,557,858.00	993,327.75	36.2

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019

LANDFILL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
LANDFILL EXPENDITURES					
55-40-100 PERSONNEL SERVICES	14,192.66	52,065.86	211,222.00	159,156.14	24.7
55-40-102 NEW HIRE	120.00	300.00	200.00	(100.00)	150.0
55-40-106 OVERTIME	1,815.00	4,732.80	7,500.00	2,767.20	63.1
55-40-110 UNIFORM EXPENSE	437.94	1,374.96	6,000.00	4,625.02	22.9
55-40-130 EMPLOYEE BENEFITS	5,694.67	20,200.37	136,807.00	116,606.63	14.8
55-40-280 ADVERTISING	160.09	160.09	750.00	589.91	20.0
55-40-286 BANK COSTS/FEES	3,046.28	12,467.02	34,500.00	22,042.98	36.1
55-40-280 INSURANCE	.00	1,924.51	6,100.00	4,175.49	31.6
55-40-290 OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.0
55-40-337 PROPERTY LEASE	56,679.66	234,318.32	702,955.00	468,636.68	33.3
55-40-340 UTILITIES	920.67	3,667.66	21,600.00	17,912.45	18.6
55-40-360 SAFETY EQUIPMENT	.00	.00	400.00	400.00	.0
55-40-380 CONTRACT LABOR	1,047.62	3,252.14	30,500.00	27,247.86	10.7
55-40-440 POSTAGE	378.37	756.74	.00	(756.74)	.0
55-40-460 MAINTENANCE & SUPPLIES	6,862.85	23,670.54	45,000.00	21,029.46	53.3
55-40-470 VEHICLE EXPENSE	4.00	2,611.01	500.00	(2,311.01)	562.2
55-40-475 FUEL EXPENSE	4,524.35	17,328.83	81,000.00	63,671.17	21.4
55-40-480 COMPUTER EXPENSE	48.86	195.44	3,000.00	2,804.56	6.5
55-40-500 BUILDING MAINTENANCE	1,502.50	1,502.50	250.00	(1,252.50)	601.0
55-40-510 LAB FEES	.00	2,316.00	7,000.00	4,684.00	33.1
55-40-515 ENGINEERING SERVICES	.00	.00	1,000.00	1,000.00	.0
55-40-516 ADEQ FEES	.00	2,367.53	10,000.00	7,632.47	23.7
55-40-610 EQUIPMENT MAINTENANCE	19,575.70	44,676.49	40,000.00	(4,676.49)	111.7
55-40-650 PROFESSIONAL SERVICES/AUDIT	5,812.50	8,250.00	17,875.00	9,625.00	46.2
55-40-660 TRAVEL - TRAVEL/TRAINING	.00	.00	500.00	500.00	.0
55-40-705 CAPITAL LEASE	6,764.69	27,068.76	61,180.00	54,121.24	33.3
55-40-840 LANDFILL CAPITAL OUTLAY	38,500.00	38,976.35	108,519.00	69,540.65	35.9
55-40-856 METHANE MONITORING	1,074.95	2,156.40	2,500.00	343.60	86.3
TOTAL LANDFILL EXPENDITURES	171,053.08	507,132.23	1,557,858.00	1,050,725.77	32.6
TOTAL FUND EXPENDITURES	171,053.08	507,132.23	1,557,858.00	1,050,725.77	32.6
NET REVENUE OVER EXPENDITURES	57,967.64	57,398.02	.00	(57,398.02)	.0

**TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

		FUND 86				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
SOURCE 30						
86-30-200	HOLIDAY FUND DONATION	.00	2,472.14	2,000.00	(472.14)	123.6
TOTAL SOURCE 30		.00	2,472.14	2,000.00	(472.14)	123.6
TOTAL FUND REVENUE		.00	2,472.14	2,000.00	(472.14)	123.6

**TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2019**

		FUND 88				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
88-40-100	CHILDREN'S FUND GIFTS/FOOD	<u>.00</u>	<u>.00</u>	<u>2,000.00</u>	<u>2,000.00</u>	<u>.0</u>
	TOTAL DEPARTMENT 40	<u>.00</u>	<u>.00</u>	<u>2,000.00</u>	<u>2,000.00</u>	<u>.0</u>
	TOTAL FUND EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>2,000.00</u>	<u>2,000.00</u>	<u>.0</u>
	NET REVENUE OVER EXPENDITURES	<u>.00</u>	<u>2,472.14</u>	<u>.00</u>	<u>(2,472.14)</u>	<u>.0</u>



TOWN OF HUACHUCA CITY

Mayor Johann R. Wallace | jwallace@huachucacityaz.gov

Letter of Support Huachuca City USDA Grant

November 14, 2019

USDA Staff,

Please consider any available funding for the Town of Huachuca City police vehicle grant application. The Town has applied for financial assistance thru the USDA Equipment/Facilities Grant Program.

The Town is looking to purchase (2) 2020 Chevrolet Tahoe police vehicles in winter 2020 for a combined cost of \$130,000. The Town is able to pay \$50,000 up front toward this purchase. However, any financial assistance that could be provided towards the remaining \$80,000 costs is very much needed.

The current Town police vehicles are at the newest 2012 models and all exceeding 100,000 miles. These vehicles have already exceeded their anticipated five year life span. These vehicles are in frequent need of repair and could place our police officers at risk. All of these police vehicles are up for replacement; however, the Town simply cannot afford to replace more than two cars currently.

Until spring 2019 the Town had been living off its savings accounts since 2008. Many changes were made in 2018-19 and now the Town is set on a steady financial track. However, as Town Council and Town staff continue to improve the Town's financial situations many need capital purchases are not just possible.

Please consider providing any available grant funding or low interest financing for these purchases,

Sincerely,

Mayor Johann Wallace
Town of Huachuca City, Arizona



Town of Huachuca City

The Sunset City

500 N Gonzales Blvd • Huachuca City, Arizona 85616
Phone: (520) 456-1354 • TDD: (520) 456-1353 • Fax: (520) 456-2230



Chief James L. Thies
Huachuca City Police Department (HCPD)
Dispatch: 520-432-9502 or 911 for Emergency.

For Release per Staff discretion.

Controlled access will be conducted at four locations (Point) on December 14, 2019. This will occur during the approximate period of, 10:00 AM until 12 (Noon), during the Town of Huachuca City Christmas Parade. Expect minor delays in your travel within the Town of Huachuca City during this event.

Road Closures – December 14th, 2019 the Town of Huachuca City Christmas Parade.

The Huachuca City Police Department has announced the following road closures or delays: This will not interfere with North or South bound SR90 traffic. The following intersections will be closed or experience delays;

Point One: School Drive and SR90
Point Two: Skyline and SR90
Point Three: East Mustang and SR90
Point Four: Yuma and SR90

Spectators, Vehicles and Foot Traffic may need to find another route onto or off SR90 to their homes or businesses during the period of 10:00 AM until 12 (Noon) during this Town celebration on December 14th, 2019. **No portion of SR90 will be closed.**

These 4 areas will be monitored by Law Enforcement during the duration of the Christmas Parade. Law Enforcement personnel will escort our Christmas Parade as it moves through the Town. Intersections will be controlled as the parade moves through the Town which will decrease the delays that may be experienced while we safely, conduct the parade. Vehicle operators may not pass the parade participants during this parade. Parade Route Map available at Town Hall.

***DRIVE SAFELY* *IT MATTERS* THANK YOU!**

Chief James L. Thies

James L. Thies #C-1



TOWN OF HUACHUCA CITY COUNCIL DECISION REQUEST (CDR)

Meeting Date:	11/14/19	Agenda Item #:	TBD
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Subject:	Road Closure for Christmas Parade 12/14/2019, approximately 10:00 AM until 12 (Noon).
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Department/Presenter:	Chief Thies HC-1
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Type of Action Requested:	<input type="checkbox"/> Resolution	<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Formal Action/Motion
	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Other	

RECOMMENDATION:

Approve to close 4 specific intersections on the Parade route for the Safety and Security of all persons participating or observing the Town of Huachuca City Christmas Parade on the 14th of December, 2019, from approximately 10:00 AM until 12 (Noon). The majority of the Parade will consist of a moving roadblock, front and back of parade.

DISCUSSION:

There will be Four locations to be barricaded and monitored by available personnel (AZ/Ranger and HCPD).

Public Works will stage the Barricades at these locations:
prior to 10:00 AM on December 14, 2019.

- Point One: School Drive and SR90 (Spectators, Vehicle and Foot Traffic)
- Point Two: Skyline and SR90 (Spectators, Vehicle and Foot Traffic)
- Point Three: East Mustang and SR90 (Spectators, Vehicle and Foot Traffic)
- Point Four: Yuma and SR90 (Spectators, Vehicle and Foot Traffic)

Parade route map to be provided by Town Clerk Janine Collins.

Pending approval, staff from Public Works will be notified of the road closure.

Public Works - Staging of Barricades as well as pick up upon completion of event.

FINANCIAL ANALYSIS:

AZ/Rangers unpaid volunteer asset to the Town of Huachuca City and HCPD.
HCPD Duty Officer (Exempt personnel if feasible).

This Road Closure represents no cost to the Town of Huachuca City.

ALTERNATIVES:

1. Bring in paid personnel to monitor spectators, vehicle and foot traffic.

RECOMMENDED MOTION:

I move to adopt _____

I move to approve Road Closure as outlined above.

Effective: 10:00 AM through 12 (Noon) on December 14, 2019.

Recommended by:

Name of Dept. Director James L. Thies
Job Title Police Chief

Reviewed and Approved by:



TOWN OF HUACHUCA CITY

OFFICE OF THE TOWN MANAGER
500 N. Gonzalez Blvd. Huachuca City, AZ 85616
520-456-1354 - Fax 520-456-2230 -
mwilliams@huachucaaz.gov

Memo: Town Manager Resignation

October 28, 2019

Mayor, Town Council and staff,

It has been my pleasure to serve as your Town Manager since January 2, 2018. During this time we have taken a Town that in January 2018 was four months away from bankruptcy to a Town that is spending money within its means and saving profits on all Town enterprise funds.

These years have seen the outsourcing of animal control, garbage services, reduction of staff and joining SEACOM. We also witnessed the elimination of the Town bus line with the hopes of it coming back thru grant funds in spring 2020. Together we took the water/sewer funds from an annual \$100,000+ loss to a monthly savings. Lastly, we have now seen the rebirth of the Town senior center.

It has been a learning process, and while it had its bumps the Town has survived the changes and is now fiscally sound.

Per my October 22 email, my last day as your Town Manager will be Sunday, December 22, 2019. I will be leaving to serve as the next Assistant City Manager for the City of Litchfield Park, Arizona.

I am leaving voluntarily, and not because of any issues with Town Council or Town staff. I wish the best for Huachuca City, and all the opportunities that await. The track and budget is set, it is now simply a matter of staying on course and having vision for the future.

I have done this job to the best of my ability. It was an honor and a privilege to serve as your first Town Manager.

Please accept this as my formal letter of resignation with my last day of employment as Sunday, December 22, 2019.

As always I welcome any questions,

Matthew C. Williams

Town Manager, Huachuca City, Arizona.

Town of Huachuca City

Town Manager

Job Posting

Summary

The Town of Huachuca City is seeking a qualified individual to fill the position of Town Manager. The Town of Huachuca City, Arizona (population 1,771) is seeking an experienced, forward thinking and motivated professional for Town Manager. The Town Manager reports to a Mayor and six-member Town Council. Annual operating budget of \$8.0 million, including \$2.0 million allocated to the General Fund

About the Town

The Town of Huachuca City, Arizona is located in Cochise County, Arizona and is a suburb of Sierra Vista, Arizona. The Town lies 30 minutes south of Interstate 10 and is surrounded by Fort Huachuca. Huachuca City is a home rule Town and operates under Council-Manager government. The Town has seven general fund departments and three enterprise funds. The Town's enterprise funds are water, sewer and landfill. Garbage, Fire, Animal Control and Police Dispatch services are all contracted services.

About the position

The manager shall be the administrative head of the Town and shall serve at the pleasure of the Council. He or she shall be responsible for the administration of all affairs of the town which are under his or her control. In addition to his or her general powers as administrative head, it shall be his or her duty and he or she shall have the powers as set forth by Title 2, Chapter 2.35, and Section 2.35.015 of the Huachuca City Town Code.

Duties & Expectations

Reference Title 2, Chapter 2.35, Section 2.35.015 of the Huachuca City Town Code available on the Town's website.

Desired Minimum Qualifications

Graduation from a four-year college or university with a degree in public administration, business administration or a closely related field; and Minimum of 5 years' experience related to municipal management; or Any equivalent combination of education and experience. A working familiarity with the Arizona Revised Statutes, including: open meetings, public records, municipal budgets, finance, and enterprise funds. ICMA credentialed manager preferred.

Necessary Knowledge, Skills and Abilities:

The Town Council is looking for an experienced professional to serve as the next Town Manager. Desirable candidates will have experience in managing enterprise funds as well as keeping a fiscally

responsible watch on Town finances. The candidate will represent the Town and Town Council to the public. Candidates will have experience working with RFP's and contracts. Preferred candidates will also have previous experience working with AZDEQ.

The Town Manager will represent the Town on multiple boards including SVMPO, SEAGO and SEACOM.

Attention to Detail - Being thorough when performing work and conscientious about attending to detail. Customer Service - Working with clients and customers (that is, any individuals who use or receive the services or products of the Town, to assess their needs, provide information or assistance, resolve their problems, or satisfy their expectations. Oral Communication - Expressing information (for example, ideas or facts) to individuals or groups effectively, taking into account the audience and nature of the information (for example, technical, sensitive, controversial); making clear and convincing oral presentations; listening to others, attending to nonverbal cues, and responding appropriately. Written Communication - Describing complex matters in memoranda meant to inform the Town Council, employees and the public, using proper grammar, punctuation and spelling. Must also be able to draft public meeting agendas, public notices and internal policies and procedures. Problem Solving - Identifying problems; determining accuracy and relevance of information; using sound judgment to generate and evaluate alternatives and to make recommendations. Handling or coordinating work assignments, projects, or program segments pertaining to the operation of the Town. Maintain appropriate employee records in compliance with all Federal, State and local requirements.

Special Requirements

Must be authorized to work in the United States Must have a valid U.S. Driver's License and be willing to obtain an Arizona Driver's license within six months of appointment. Must be a resident of Huachuca City within 6 months of completing probation, if selected for appointment, unless waived by majority vote of the Council. Must successfully pass a background investigation, including financial disclosure & credit check. Must pass drug screening. Must supply at least 3 (three) professional references.

Compensation

Anticipated salary \$75,000 depending upon experience and qualifications; excellent health/dental employee and dependent benefits; and retirement. The Town provides a 457 retirement plan thru John Hancock with a 5% annual Town contribution.

How to Apply

Candidates may apply by submitting a completed application packet which includes application form, pre-employment questionnaire, and resume, to the office of Town Clerk. Completed application packets can be emailed to Town Clerk, Janine Collins at jcollins@huachucacityaz.gov or mailed to 500 N. Gonzales Blvd, Huachuca City, AZ 85616 ATTN: Town Clerk.

Applications will be accepted until February 7, 2020.

The Town of Huachuca City is an equal opportunity employer. The Town does not discriminate against any individual in any way because of that person's age, race, creed, color, religion, sex, genetic information, disability, familial status, political affiliation or national origin

SUPERVISORY AND ADMINISTRATIVE POSITIONS

CITY/TOWN	POPULATION	COUNTY	MAJOR	COUNCIL MANAGER (Salary Range)	FINANCIAL ASSISTANT MANAGER (Salary Range)	CLERK (Salary Range)
WINDFLOW	8,482	NAVAJO	4,800	2,400 - 128,000	NA NA	72,187 Contract
PAIGE	7,888	COCONINO	8,800	7,200 - 128,000	NA NA	80,000 80,000 - 91,578
WICKENBURG	7,408	MARICOPA/YAVAPAI	4,800	2,400 - 118,000	NA NA	80,000 80,000 - 91,578
GLOBE	7,358	GLA	8,000	3,800 - 114,000	NA NA	80,000 80,000 - 91,578
TOLLESON	7,288	MARICOPA	21,000	14,400 - 200,000	NA NA	80,000 80,000 - 91,578
YOUNGSTOWN	6,768	MARICOPA	4,800	104,000	NA NA	80,000 80,000 - 91,578
GUADALUPE	6,658	MARICOPA	4,800	88,000 - 71,702 - 80,781	NA NA	80,000 80,000 - 91,578
LITCHFIELD PARK	6,088	MARICOPA	4,800	116,000	NA NA	80,000 80,000 - 91,578
SNOWFLAKE	5,708	NAVAJO	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
SOUTH TUCSON	5,643	PIA	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
CAVE CREEK	5,622	MARICOPA	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
BISEEE	5,182	COCHISE	2,400	1,200 - 112,000	NA NA	80,000 80,000 - 91,578
HOLBROOK	5,048	NAVAJO	2,400	1,200 - 88,000	NA NA	80,000 80,000 - 91,578
THATCHER	5,021	GRANITE	8,800	8,400 - 128,000	NA NA	80,000 80,000 - 91,578
ESGAR	4,881	APACHE	4,800	88,000	NA NA	80,000 80,000 - 91,578
RENSON	4,857	COCHISE	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
COLORADO CITY	4,857	MOHAVE	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
PIRETOLANESIDE	4,851	NAVAJO	5,700	3,800 - 88,000	NA NA	80,000 80,000 - 91,578
CLARIDALE	4,388	YAVAPAI	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
TAYLOR	4,185	NAVAJO	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
DEWEY-HUMBOLDT	4,084	YAVAPAI	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
CANESBEE	3,783	MARICOPA	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
QUANTZSITE	3,684	LA PAZ	18,000	7,800 - 128,000	NA NA	80,000 80,000 - 91,578
CLIFTON	3,680	GREENLEE	3,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
ST. JOHNS	3,328	APACHE	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
WILCOX	3,501	COCHISE	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
WILLIAMS	3,188	COCONINO	18,800	9,800	NA NA	80,000 80,000 - 91,578
SUPERIOR	3,088	PIA	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
PARKER	3,088	LA PAZ	5,100	2,700 - 217,485	NA NA	80,000 80,000 - 91,578
WELLTON	2,888	YUMA	4,200	3,800 - 102,500	NA NA	80,000 80,000 - 91,578
PIA	2,813	GRANITE	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
STAR VALLEY	2,817	GLA	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
KEARNY	2,806	PIA	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
GLA BEND	2,808	MARICOPA	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
SPRINGVILLE	1,988	APACHE	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
MIAMI	1,771	GLA	1,800	1,000 - 82,000	NA NA	80,000 80,000 - 91,578
HUCKLEBERRY CITY	1,728	COCHISE	3,800	1,800 - 78,000	NA NA	80,000 80,000 - 91,578
MANUELTH	1,611	PIA	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
FREDONIA	1,584	COCONINO	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
TOMBSTONE	1,288	COCHISE	3,800	1,800 - 78,000	NA NA	80,000 80,000 - 91,578
PATAGONIA	888	SANTA CRUZ	800	300 - 62,000	NA NA	80,000 80,000 - 91,578
DUNCAN	788	GREENLEE	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
HAYDEN	681	GLA	5,400	3,000 - 127,857	NA NA	80,000 80,000 - 91,578
TUSAYAN	588	COCONINO	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
BERNIE	488	YAVAPAI	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578
WINKELMAN	347	GLA/PIA	4,800	2,400 - 88,000	NA NA	80,000 80,000 - 91,578

2017 Census Estimate

Town Pays 100% Medical, Dental, & Vision For Employee and Family

Medical	
Family Premium (Monthly)	\$2,466.86
Employer Contribution (Monthly)	-\$693.38
Employee Cost (Monthly)	\$54.17
Total Cost For Medical	\$1,827.65
Dental	
Family Premium (Monthly)	\$118.09
Vision	
Family Premium	\$19.86
Town of Huachuca Total Monthly Premium	\$1,965.60
Town of Huachuca Total Annual Premium	\$23,587.20

Employee Pays \$25 of Health and 100% of Vision & Dental (No Family) Just For Employee

Medical

Employee Premium (Monthly)	\$747.55
Employer Contribution (Monthly)	-\$693.38
Employee Cost (Monthly)	\$54.17

Dental

Employee Premium (Monthly)	\$35.16
-----------------------------------	----------------

Vision

Employee Premium	\$7.54
-------------------------	---------------

Employee Total Monthly Premium	\$96.87
Employee Total Annual Premium	\$1,162.44

• **Medical Plan**

EE- \$747.55 Employee Only
ES- \$1495.07 Employee & Spouse
EC- \$1457.68 Employee & Child(ren)
F- \$2,466.86 Employee & Family

• **Dental Plan**

EE- \$35.16 Employee Only
ES- \$67.00 Employee & Spouse
EC- \$80.78 Employee & Child(ren)
F - \$118.09 Employee & Family

• **Vision Plan**

EE- \$7.54 Employee Only
ES- \$12.07 Employee & Spouse
EC- \$12.32 Employee & Child(ren)
F- \$19.86 Employee & Family

Employer Paid Base Life and AD&D

Cost For Employee \$8.88 per month

Cost For Family \$10.88 per month

Employee \$25,000

Spouse \$10,000

Child \$1,000 up to 6 months

Child \$2,000 6 months to 19 years

Town Manager Pre-Employment Questionnaire

First Name

Middle Initial

Last Name

1. How much experience do you have with the municipal budgeting process?
☐ 0-3 Years
☐ 4-7 Years
☐ 8 + Years
☐ None
2. How much experience do you have with municipal management?
☐ 0-3 Years
☐ 4-7 Years
☐ 8 + Years
☐ None
3. Are you currently serving as an elected official?
☐ Yes
☐ No
4. Have you ever held an elected position in this state or another?
☐ Yes
☐ No
5. Do you currently hold any professional certifications or endorsements relevant to the position of Town Manager?
☐ Yes
☐ No
6. How much experience do you have as the head of a municipal government's human resources department?
☐ 0-3 Years
☐ 4-7 Years
☐ 8 + Years
☐ None
7. Have you ever been convicted of any crime? *[Note: This would not automatically exclude you from consideration for this position.]*
☐ Yes
☐ No

8. Have you ever served any sort of jail/prison sentence? *[Note: This would not automatically exclude you from consideration for this position.]*
- ☐ Yes
☐ No
9. Are you familiar with and know where to find the Arizona Revised Statutes?
- ☐ Yes
☐ No
10. What experience do you have with applying Arizona Revised Statutes and local laws to ensure fair and equal application and enforcement?
- ☐ I have little to no experience
☐ I have some experience
☐ I am comfortable with applying the law
☐ I am extremely familiar with and know how to interpret and apply local, state and federal laws as written
11. As a municipality, we often have to seek bids for work done. How experienced are you with the creation of bid packets and/or Requests for Proposals (RFPs)?
- ☐ I have little to no experience
☐ I have some experience
☐ I am comfortable with creating bid packets and/or RFPs but could use some more experience
☐ I am extremely versed in the creation of bid packets and/or RFPs and feel comfortable working with them
12. Do you have any experience working with municipal budgets? If so, how much?
- ☐ 0-3 Years
☐ 4-7 Years
☐ 8+ Years
☐ I don't have any experience working with a municipal budget
13. Do you have any concerns with the Town of Huachuca City conducting a pre-employment background check?
- ☐ Yes
☐ No

14. As the Town Manager, you will be required to be at every official, public meeting held by the Mayor and Council. You will also be required to prepare and give regular reports and special reports on subjects/topics as requested by the council. Is this something you will be able to do effectively and efficiently?
- ☐ Yes
☐ No
15. I am NOT a felon. *[Note: This would not automatically exclude you from consideration for this position.]*
- ☐ True
☐ False
16. Do you know about Arizona's Open Meeting Law?
- ☐ Yes
☐ No
17. Do you know about Arizona's public records laws?
- ☐ Yes
☐ No
18. Do you know about Arizona's conflict of interest laws?
- ☐ Yes
☐ No

Clear Form

Click to Save

Print Form



Interim Public Management, LLC

16868 North Stoneridge Court

Fountain Hills, Arizona 85268

480.577.0949

tim@interimpubliсmanagement.com

November 1, 2019

Matthew Williams, Town Manager
Town of Huachuca City
500 N Gonzales Blvd
Huachuca City, AZ 85616

Via electronic mail only: mwilliams@huachucacityaz.gov

Dear Matthew,

Thank you for reaching out to us. Interim Public Management (IPM) is happy to be able to provide services to the Town of Huachuca City. By retaining IPM under the terms of this letter to search for an Interim Town Manager, the Town will receive the following services:

- Up to three confidential interim resumes provided by no later than 15 business days from the date of the signature of this letter in order to meet your preferred start date.
- Access to over 240 pre-qualified and vetted interim managers, department directors and Associates, all under confidentiality agreements; and
- Handling of all call-ins and external referrals of potential interims (which eliminates Town staff time and allows for a coordinated effort, background searches and vets potential candidates) and related contract administration.

IPM's retainer fee for the above services is \$1,500 payable by the Town on net 10-day payment terms, which will be credited to the Town should you choose an IPM Associate for interim services. For a period of 30 days after signing this letter and returning it to IPM, you agree that the Town will use IPM exclusively for this search.

If the Town wishes to retain IPM under these terms, please sign this letter below and email it to me by November 14, 2019. After that date, these terms will expire due to the time sensitive nature of the search. Although you are under no obligation to select any IPM Associates provided to you for interviews, a contracted interim search ensures a coordinated effort, reduces the Town's staff time, and increases the quality and speed of your interim interview process.

November 1, 2019

Page 2

IPM appreciates the opportunity to serve the Town of Huachuca City as we have served many other nearby public entities such as Douglas, Sierra Vista, and Cochise County.

Kindest regards,

Timothy G. Pickering,
President and CEO

The Town of Huachuca City agrees with the above understanding.

By: _____
The Honorable Johann Wallace, Mayor

Date _____

CONFIDENTIAL
EMPLOYEE EXIT INTERVIEW FORM

Date: _____

Name: _____ Security Social Number: _____

Location/Department: _____ Supervisor: _____

Hire Date: _____ Termination Date: _____

Starting Position: _____ Ending Position: _____

Starting Salary: _____ Ending Salary: _____

PART I: REASONS FOR LEAVING

More than one reason may be given if appropriate; if so, circle primary reason.

• **RESIGNATION**

- | | |
|--|--|
| <input type="checkbox"/> Took another position | <input type="checkbox"/> Dissatisfaction with salary |
| <input type="checkbox"/> Pregnancy/home/family needs | <input type="checkbox"/> Dissatisfaction with type of work |
| <input type="checkbox"/> Poor health/physical disability | <input type="checkbox"/> Dissatisfaction with supervisor |
| <input type="checkbox"/> Relocation to another city | <input type="checkbox"/> Dissatisfaction with co-workers |
| <input type="checkbox"/> Travel difficulties | <input type="checkbox"/> Dissatisfaction with working conditions |
| <input type="checkbox"/> To attend school | <input type="checkbox"/> Dissatisfaction with benefits |
| <input type="checkbox"/> Other (specify) _____ | |

• **LAI D OFF**

- ☐ Lack of work
☐ Abolition of position
☐ Lack of funds
☐ Other (specify) _____

RETIREMENT

- ☐ Voluntary retirement
☐ Disability retirement
☐ Regular retirement

Plans After Leaving

PART II: COMMENTS/SUGGESTIONS FOR IMPROVEMENT

We are interested in what our employees have to say about their work experience with the University. Please complete this form.

1. What did you like most about your job?

2. What did you like least about your job?

3. How did you feel about the pay and benefits?

- Rate of pay for your job
- Paid holidays
- Paid vacations
- Retirement plan
- Medical coverage for self
- Medical coverage for dependents
- Life insurance
- Sick leave

Excellent	Good	Fair	Poor

4. How did you feel about the following:

- Opportunity to use your abilities
- Recognition for the work you did
- Training you received
- Your supervisor's management methods
- The opportunity to talk with your supervisor
- The information you received on policies, programs, projects and problems
- The information you received on departmental structure
- Promotion policies and practices
- Discipline policies and practices
- Job transfer policies and practices
- Overtime policies and practices
- Performance review policies and practices
- Physical working conditions

Very Satisfied	Slightly Satisfied	Neutral	Slightly Dissatisfied	Very Dissatisfied

COMMENTS:

5. a) If you are taking another job, what kind of work will you be doing?

b) What has your new place of employment offered you that is more attractive than your present job?

6. Could the University have made any improvements that might have influenced you to stay on the job?

Other remarks (optional):

Employee's Signature

Date

DO NOT WRITE BELOW THIS LINE. OFFICE USE ONLY.

- () Discussed with employee
- () Right to file for unemployment benefits
- () Conversion of benefits
- () If retiring, state option for payment of unused leave _____

Interviewer's Signature

Date

Dusk till Dawn- Town staff expects the acquisition of Dusk till Dawn to be finished by 12/1/19. Once purchased we plan to remove the signage and prepare the building for commercial lease.

Town Manager Resignation- Town Manager Matthew Williams has submitted his resignation effective December 22, 2019. Williams will be starting as the Assistant City Manager for Litchfield Park, Arizona beginning December 30, 2019.

Interim Town Manager-The Town Manager is in discussions with IPM (Interim Public Management) to retain an Interim Town Manager thru IPM services. The current Town Manager would recommend an Interim Manager for 120 days, and a search for a new Town Manager for the next 90 days. The current Town Manager welcomes any questions or contacts from the Interim Manager or new Town Manager in the future.

Council candidates-The Town appreciates our three Council applicants for the vacant Council seat. Our candidates are

- Barbara Bowden
- Diane Hildebrandt
- Jean Post

Christmas Lights/Flags- The Town's permit for Christmas lights and American flags along hwy 90 has been approved by ADOT. The flags will be installed for the patriotic holidays. The Christmas lights will be installed the week before Thanksgiving and taken down the week after New Year's Day. The business sponsors will be honored at the December 12th Council meeting.

HURF RFP- The Town will be accepting bids for a list of HURF funded projects from November 12, 2019 to December 6, 2019. Bids will be presented to Council at the December 12th Council meeting.

Thanksgiving Employee Potluck-The Town Thanksgiving Employee Potluck will be held on Tuesday, November 19th at the Senior Center from 11am-1pm. Town offices will be closed during this time so employees can attend.

FY 2018-19 Audit presentation- Town auditors will present the FY 2018-19 audit presentation at the December 12th Council meeting. The Town has been giving a grade of "FAIR" for FY 18-19.

Emergency Signal RFP- The Town is now accepting bids on the emergency signal project. The RFP is open for bid from October 15-November 15, 2019. Bids will be presented to Town Council at the December 12th Council meeting.

Thanksgiving Holiday-Town offices will be closed for Thanksgiving holidays on Thursday and Friday, November 28-29, 2019.

Town Christmas Events- The Town Christmas events are scheduled as below:

- Town Christmas Tree Lighting-Friday, December 13th 6:00pm

- Polar Express Event-Friday, December 13th 6:30pm
- Town Christmas Parade-Saturday, December 14th 10:00am (Starts on Howard Street)
- Christmas Toy Run- Saturday, December 7th (TENTATIVE)
- Christmas Toy/Food Basket Pickup Event-(to be scheduled)

Upcoming Meetings-

- Thursday, December 12 5:30pm Public Hearing-CDBG 2020
- Thursday, December 12 6pm Council Work session- Whetstone IGA
- Thursday, December 12 7pm Council meeting

Town Clerk-

- Updating current business license list and getting ready to send out yearly renewal reminders.
- Making sure proper documentation gets uploaded to the town web site
- With help from Animal Control Officer Gerald, getting sponsors for the town Christmas lights.

Finance Clerk's

Finance Clerk's Report For Council Meeting

- Total Bank Balance as of November 8, 2019 is \$ **728,149.93**
 - a. Operating Account \$ 139,083.17
 - b. Basic Business Checking with Interest \$ 25,812.88
 - c. General Fund \$ 19,793.27
 - d. Water Savings \$ 63,252.13
 - e. Sewer Savings \$ 40,404.35
 - f. HURF Savings \$ 85,590.32
 - g. Landfill Savings \$ 118,376.47
 - h. State Infrastructure Fund \$ 197,802.20
 - i. Police Car Savings \$ 35,563.00
 - j. Holiday Basket Savings \$ 2,472.14
- Delinquent Landfill Accounts
 - a. Collected \$12,863.47
 - b. Transferred \$12,863.47 to Highway User Revenue Fund (HURF) Account
- "Selling" Business Sponsorships of Town Christmas Lights for \$500 Each
 - a. J & D Roll Off & Hauling Donated \$500
 - b. Mr. Shed Inc Donated \$500
 - c. Grasshopper Landscaping & Maintenance LLC Donated \$500

d. Total Donation Received As of 11/8/2019 is \$1,500.00

- **GOHS Grant-Unable to Verify Reimbursement**

- a. \$623.78 for 6/6/2019 is still outstanding

Police-

Vehicles continue to be labeled as surplus items out of the Police Impound Yard. HCPD will work with the residents to come into Town Code compliance. This is an on-going opportunity to educate our citizens on what has changed and future expectations. Title 16 should be ready to roll out soon and should supply consistency to the process. Staff continues to identify issues with SEACOM and work with their staff to resolve these issues. HCPD will explore the option of moving our repeater to the Tower on Skyline. The ride along program proved to be successful per the feedback from SEACOM supervisor. HCPD is attempting to secure a USDA Grant for two new police vehicles. Recruit Bear is on course to graduate the academy on 11-21-2019. Lt. Glowacki is set to retire next month. Traffic Signal project on School Drive and SR90 is in full swing. I have requested that the project add two cameras. This will allow for video documentation of any incident that may occur.

Records:

Paul and Brandye continue to evolve our front desk operation. SEACOM has recently requested that we take walk in traffic to determine if the individual has a records need or requires police contact. HCPD will be waiting on feedback to see if this is helpful to SEACOM Operations. Brandy is working on the UCR (Uniform Crime Reporting). Gerri is working on the transition with CAO and the transmittal of Felony cases.

Animal Control:

Currently, the Animal Shelter carry's two Part Time employees. Your two remaining ACO's are Rebecca Sizemore and Gerald Hursh. The animals will continue to be transported to the Sierra Vista Animal Shelter by our Animal Control Officers.

Whetstone Fire-No report provided

Library Report-

1. During the month of October 2,176 people visited the library or attended library programs. This includes 241 children who attended 25 children's programs and 108 adults who attended adult programming.
2. Conducted library database training for all the teachers at Huachuca City Elementary School. The databases are an amazing free library resource for students and teachers and anyone who is interested in learning and research.
3. Attended Cochise County Census training on Oct 24th. Need help recruiting residents for our Huachuca City Complete Count Committee. The library will host several events to promote participation in the census.

4. Assisted with the Scholastic Book Fair at Huachuca City Elementary School. During the book fair, we handed out flyers about our Books for Bikes program and Trunk or Treat.
5. Our Spotlight on Speakers program hosted Christopher DeMille from the Fort Huachuca Museum on October 24th. Twenty-nine (29!) people attended. Thanks to admin for letting us use council chambers for these events as the numbers have grown. We also hosted local authors, Dwight and Rhonda Hull on Saturday, Oct 26th. Twenty-eight (28!) people attended their seminar on "Animals & Hauntings & Psychic Awakenings." Kudos to library aide, Janet Weir, for building such a successful speaker program.
6. We have new books and DVDs in at the library. Be sure to stop by and check out some of the new titles.
7. The library handed out candy at our Trunk or Treat event. We received donations of candy from Mr. Shed, Mayor Pro Tem Johnson, Margaret, and Ha. Thank you! A huge thank you also to the organizations who participated: AZ Rangers, Whetstone Fire, S.A.H.A.R.A., Healthy Huachuca Committee and the Huachuca City Lions Club. We are also grateful for the individuals who participated in the Trunk or Treat. In addition to several residents, Councilmember Hirschberg and Officer Arnett participated by handing out candy. Councilmember Hirschberg's costume was awesome! Thanks to library staff member, Marta and to Kyson and Mayor Pro Tem Johnson for judging the Trunks.
8. Planning is on-going for Holiday Gift Basket program.

Senior Center Report – 8 November 2019

1. Planning meetings are held the 2nd Tuesday of each month.
2. The center is currently open from 8:30 – 2 on Wednesdays and Fridays. Will expand in December to include Thursdays. Approximately 12-25 people visit the Senior Center each day that it is open.
3. Senior Center Open house was a rousing success! Organizations from throughout Cochise County attended and provided information about their services. Approximately 70 visited the Open House. It was a lot of fun and I appreciate the help I got from the different organizations and the seniors of our community.
4. The Seniors have started a clothing exchange and unofficial food bank (non-perishable/canned goods). Folks are making good use of both services.
5. In partnership with the Lending Shed (non-profit group), the library/senior center now provides a lending service for durable medical supplies (such as walkers, wheelchairs, etc.) and assistance with adult incontinence supplies.
6. A pool table was donated to the Senior Center thanks to Councilmember Butterworth's neighbors.

7. We are still working on getting outside lights installed, the big-screen tv mounted on the wall, providing internet at the Senior Center.

8. Community Food Bank TEFAP food box distribution is expected to begin on Dec 20th.

UPCOMING EVENTS

Mon, Nov 11 Town Offices Closed for Veterans Day

Tues, Nov 12 Senior Center Planning Meeting @ 1 pm @ Senior Center

Thu, Nov 14 Work Session @ 6:30 pm @ Town Hall

Thu, Nov 14 Council Meeting @ 7 pm @ Town Hall

Sat, Nov 16 Friends Book Sale, 10 am – 2 pm, @ Connex next to Library

Sat, Nov 16 Finding Medusa: Making of an Unlikely Rock Star @ 1 pm @ Library

Wed, Nov 20 Chiricahua Mobile Health Clinic, 8:30 am to 4:30 pm

Thu, Nov 21 Senior Game Night, 5 pm – 7:30 pm @ Senior Center

Nov 28-29 Town Offices Closed for Thanksgiving

Mon, Dec 2 Healthy Huachuca Meeting @ 5:30 pm @ Senior Center

Thu, Dec 12 Council Meeting @ 7 pm @ Town Hall

Fri, Dec 13 Christmas Tree Lighting @ 6:00 pm @ Fire Station

Fri, Dec 13 Polar Express @ 6:30 pm @ Library

Sat, Dec 14 Christmas Parade

Public works Foreman/Landfill- (no report as yet provided)

BUILDING OFFICIAL

Building Dept.

The rebuild of the house on Navajo that burned down a few years back is now underway. The footings and stem wall have been completed. The installation of the rough underground plumbing is currently underway.

Zoning Dept.

Due to illness among several Planning and Zoning Commission members and/or family, the November 6, meeting had to be cancelled due to lack of quorum. Since there are no pending applications before the Commission, there is no need to reschedule. The next scheduled meeting is December 4, 2019.

Code Enforcement

With the Council approval of the new Title 16, preparations are underway for the implementation of the code provisions. Procedures and forms are currently in development. It will be necessary to educate the citizens and property owners of the new property requirements and the vacant property registration. This will begin at the December 10 Town Hall meeting. This education will go on for a few weeks. There will be a grace period (length of time has not yet been determined) when enforcement begins but warnings will be issued rather than citations and penalties.

Update on FEMA Map Revisions

Had a conference call with FEMA and Dewberry Engineering (firm contracted to conduct the necessary studies and prepare the new FEMA Floodplain Maps) on November 8. Purpose of the call was to get an update on the timeline to complete the preliminary data and maps. The plan is to present a workable preliminary floodplain map for my review by the end of January 2020. FEMA will follow up shortly after that to provide their interpretation on how the map affects properties within the Town limits. The preliminary data that will support the map (flow rates, percentages, etc.) is to be expected to be completed by June 2020. This data will provide vital information on just how the new floodplain revisions are coming together. Please keep in mind that this information and map will still be preliminary. Final official mapping is still about a year out, but positive progress is being made.

Respectfully submitted,

Dr. Jim Johnson, PhD, CBO, CCI
Building Official/Zoning Administrator

SVMPO/SLRP/TAC-

Stone Garden**Date**

Award Amount	79,100.00	7/1/2019	Amount Reimbursed
Amounts Expended	44,090.70	yr to date	44,090.70
	2,213.37	8/15/2019	2,213.37
	1,170.35	8/29/2019	1,170.35
	1,324.88	9/12/2019	1,324.88
	5,332.19	10/28/2019	

Grant Balance **24,968.51**

Total Reimbursments **48,799.30**

Date

9/6/2019

10/1/2019

11/1/2019

GOHS DUI**Date****Date****Award Amount**

20,158.00

Amount Reimbursed**Amounts Expended**

1,078.98 yr to date

689.47 5/1/2019

1,078.98 yr to date

689.47 9/9/2019

1,612.74 jul & Aug sent 10/16

Dispersed as of 11/1/19 but still not showing as Paid

This grant also closed as of Sept 30th

Grant Balance

16,776.81

Total Reimbursements

1,768.45

GOHS Speed Enforcement		Date			Date
Award Amount	13,604.00		Amount Reimbursed		
Amounts Expended	2,441.25			2,441.25	6/27/2019

Grant Balance

11,162.75

Total Reimbursements

2,441.25

Closed as of 9/30/19